

Mississippi Headwaters Board (MHB)

April 20th, 2012

Cass County Courthouse, Walker, MN

Meeting Minutes

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

Members Excused:

Others Present: Mitch Brinks (Crow Wing County Water Specialist), Todd Holman (The Nature Conservancy), Bill Patnaude and William Best (Beltrami ESD & Resource Specialist)

9:02 am – Chair Lyle Robinson (Hubbard) called to order the monthly meeting of the Mississippi Headwaters Board at 9:02 am on April 20th, 2012, in Walker, MN. The meeting began with the pledge of allegiance.

9:03 am - Agenda (April 20th '12). Paul Thiede (Crow Wing) and Neal Gaalswyk (Cass) asked that the Agenda be amended to include Canoe Days and DNR WEB Site discussion under 'Action / Discussion Items'. **Motion** was made and seconded by Commissioners Brian Napstad (Aitkin) / Tom Wenzel (Morrison) to approve the Agenda with the noted amendments - 6 ayes, 0 nays. Motion carried.

9:05 am – Consent Agenda (March '12 – Minutes / March - April '12 Expenses). **Motion** was made and seconded by Commissioners Neal Gaalswyk (Cass) / Davin Tinquist (Itasca) to approve the April '12 Consent Agenda as provided: March '12 Minutes and March - April '12 expenses of \$5,501.42 – 6 ayes, 0 nays. Motion carried.

9:08 am – Staff Report (March / April '12). Pam Kichler (Admin. Asst.) highlighted several items:

- **#4, 5, 6 (P/B)** – The office has received several 3Q in-kind reports back from counties. The office will be preparing the DNR request for reimbursement soon for approx. \$15k. Pam also mentioned that the 4th Q DNR reimbursement request is expected to be smaller than usual because the MHB will have exhausted the annual State appropriation (\$53k) by May.
- **#4 (P/C)** – The office mailed the '12 Science Fair winners their certificate/checks w/a cover letter offering an invitation to attend a future MHB meeting to show the board their winning entry
- **#5 (P/C)** – The office received a DVD explaining the Coon Rapids Hydroelectric Dam project. It is available for review by request to the office or by pulling the project detail up on-line
- **#8 (P/C)** – Staff has sent out a Thank You letter to Don Hickman (Initiative Foundation) for his/their support of the SPS III
- **#9 (P/C)** – Staff has also mailed out a Thank You letter to both DNR Commissioner Tom Landwehr and Senator Bob Lessard for their participation in the March 30th SPS III

Pam Kichler (Admin. Asst.) asked if there were any conflicts with the next MHB meeting on May 18th. Tom Wenzel (Morrison) informed the board that he may not be in attendance for the June 15th meeting.

Pam Kichler (Admin. Asst.) went on to add that she has been talking with Paul Thiede (Crow Wing) regarding development of a promotional ad (flash drive Power Point) for the Guide Book. Each of the MHB Commissioners could have this with them as they travel to various meetings and it could be used to solicit book interest/sales. Pam has talked w/Chip Borkenhagen (RiverPlace Promotions) to discuss some video options but was informed that the cost for the board would be approx. \$1,000 minute to produce a video ad. Through board discussion today, it was determined that a self-narrated Power Point would suffice. The board asked Staff to start work on the Guide Book Power Point ad.

9:15 am – Zoning Actions – None

Todd Holman from The Nature Conservancy (TNC) was given the floor at this time to provide details regarding an upcoming Environment and Natural Resources Trust Fund (ENRTF) project proposal for an LCCMR Grant. The ENRTF is a coalition of non-profits & a variety of other agency partners. Todd provided a handout as well describing budget and project activities. Through today's discussion, several of the following questions arose:

- 1) What is the ENRTF looking for from the MHB? A – Simply a Letter of Support (endorsement)
- 2) At what level would the MHB interface with this group? A – Possible attend meetings, play liaison
- 3) The project will involve 7 Watersheds, is it wise for this board to start involving itself in projects outside the MHB jurisdiction? A – Not at this time
- 4) Is there evidence that the MHB projects and those from this LCCMR Grant could be dove-tailed? A – The MHB AI Grant project will involve key information that will surface that could be passed on to those involved with the LCCMR grant as well as the MPCA Watershed project, and vice versa

9:20 am – Action Items –

► **CWL / BWSR Grant update** – Mitch Brinks (Crow Wing County Water Specialist) began by asking the board how they would like him to proceed with the AI Grant Project contracting for Water Quality Analysis (one of three required outside contracts as presented in the Grant outline). Mitch and Chris Pence (Crow Wing County Land Services Supervisor) will soon entertain bids for this contract. The board explained that they would like to see Mitch approach several companies/organizations with a draft RFP/RFQ that outlines what is being asked for and the desired deliverables. Once that document has been prepared and sent out, the board would like to be updated on which vendor would be the best fit for the AI Grant project.

Mitch and Chris will soon be meeting w/all 8 county staff, which may include the specific MHB Commissioner from that county.

► **Biennial Budget Requests** – Commissioner Brian Napstad (Aitkin) explained to the board and others in attendance, that the State Legislature has started to ask for more specific budget details when submitting a request for additional dollars. This is more specific to the Natural Resource Block grants. Formerly, budgets were based strictly on a formula, now the State is requiring a budget breakdown on what and how the money will be spent. BWSR will start to visit each county ESD to find out what money is required to accomplish their work. Brian is offering this as an FYI. No action from this board is required.

There was a brief break in the Agenda for discussion on what the MHB 2013 Budget/Work Plan will look like. Pam Kichler (Admin. Asst.) explained that she had provided a copy of the '12 Budget and Work Plan to use as a reference in drafting those for 2013. She asked that each of the Commissioners review it and come to the May 18th MHB meeting with suggested changes for a final draft to be submitted to the State by early July. It was again suggested that the next Budget accurately identify what this board would like to see as an operating budget. As far as the Work Plan, it will be necessary to also make amendments that include language reflective of the AI Grant Work Plan components and outcomes.

► **SPS III / Upper MR Gathering 4 follow up** – Staff reminded the board of the final SPS III attendee list and Questionnaire results that was sent via email earlier. Today staff is asking for board feed-back and comments on the March 30th event. Consensus was that it was well received and by all accounts a success.

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Based on a comment/question made at the event, a conversation ensued on the board's role when it involves action on the river within city boundaries. Examples were shared of past issues. It was agreed that this board should make an effort to engage in conversation w/the cities on the river and possibly develop a cities task force to covering common solutions for zoning and river protection issues. Perhaps the board could start by attending local city council meetings.

There is a provision in the 2012 Work Plan (B.5) that would pertain to just this type of action. But the board may want to further amplify this clause with a cost line-item in the 2013 Budget. The board could further expand this with the creation of several documents (maps) that identify those stretches of river that have been annexed into the cities and adopted the MHB ordinance.

► **Bob Lessard – MHB / DNR Liaison** – Brian Napstad (Aitkin) offered a suggestion to the board that was initially brought to him via Bob and DNR Commissioner Tom Landwehr. It was expressed by the Commissioner that is board may want to ask that Senator Bob Lessard act as our official liaison with the DNR, Legislature, and other organizations. It would only seem appropriate due to the history and knowledge he has of this board. **Motion** was made and seconded by Commissioners Neal Gaalswyk (Cass) / Paul Thiede (Crow Wing) to have staff (with Brian Napstad's assistance) prepare a letter from the MHB to Commissioner Landwehr making that request - 8 ayes, 0 nays. Motion carried.

Paul Thiede (Crow Wing) asked to take a moment to suggest that the MHB support the 2012 June 16th Canoe Days event in Brainerd via refreshments. After brief discussion, **Motion** was made and seconded by Commissioners Brian Napstad (Aitkin) / Davin Tinquist (Itasca) to approve the cost to cover the refreshments for the event, up to \$100 – 8 ayes, 0 nays. Motion carried.

Commissioner Neal Gaalswyk (Cass) took this time to show the board an example of the DNR WEB site that contains information about the Mississippi River. He went on to show that in this DNR WEB page, it never makes reference to the Mississippi Headwaters Board. After short discussion on this over-sight, the board asked Neal if he would make the appropriate contacts to question it. He agreed.

Just before adjournment, Staff asked to take a photo of the full board for the WEB site.

There was no further business to discuss; Chair Lyle Robinson (Hubbard) adjourned the meeting at 10:32 am

Meeting Adjourned

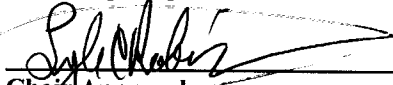
10:32 am – Misc –


☀ **Legislature Update** – Brian Napstad (Aitkin) noted that the EQB (Environmental Quality Board) will be reviewing environmental permitting procedures, per Governor order, to identify what is and is not working - FYI

☀ **County Updates** – Bill Patnaude (Beltrami ESD) introduced Bill Best (Beltrami Resource Specialist) to the group

Next MHB meeting: Friday, May 18th '12 at 9 am – Cass County Courthouse, Walker, MN

Meeting Adjourned


Chair Approval


Submitted by (Admin Asst)