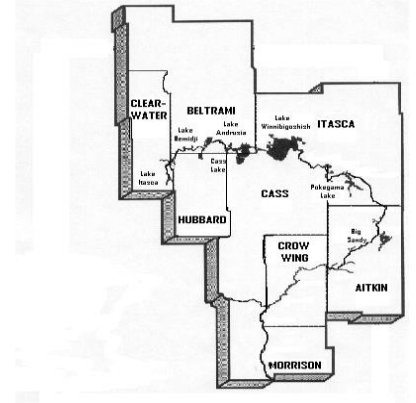




**Mississippi Headwaters Board  
Meeting Agenda  
Cass County Courthouse  
Walker, MN  
January 15, 2015  
9:00 am**



- **Call to Order/Pledge of Allegiance**
- **Changing of Officers: Chairman- Kevin Maurer, Vice –Chair- Brian Napstad, & Secretary-Treasurer- Keith Winger.**

**Approve/Amend**

- **Agenda**
- **Consent Agenda – Dec.'15 Minutes & Expenses (att. 1 & 2)**
- **ED Staff Report & Correspondence (att. 3 & 4)**

**Planning and Zoning (Actions)**

None

**Action / Discussion Items:**

- Sentinel Landscape Presentation- Jay Brezinka, Camp Ripley Environmental Supervisor
- 2016 MHB board meeting dates
- Governor's Letter
- Program Planning Presentation

**Closed Meeting for Executive Director's Annual Performance Evaluation**

- Performance Review
- Resolution 2016-01

**Misc:** ☼ Legislature Update (if any)      ☼ County Updates (if any)

**Meeting Adjourned - Thank you**

**Mtgs:**

**February 15, '19, 9:00 AM – MHB Board meeting- Walker, MN**

## **Attachment 1 & 2**

Draft Minutes

Monthly Expenses

## **Mississippi Headwaters Board**

**(MHB) December 18, 2015**

**Cass County Courthouse, Walker MN  
56484**

### **MEETING MINUTES**

**Members present:** Brian Napstad (Aitkin), Kevin Maurer (Morrison), Cal Johannsen (Hubbard), Scott Bruns (Cass), Joe Vene (Beltrami) and Tim Terrill (Executive Director).

**Others Present:** John Ringle (Cass ESD), Deb Gemuenden (Enbridge), John Sevanson (Enbridge), Linda Coady (Enbridge), Lori Dowling-Hanson (DNR), Garry Leaf (Sportsman for Change) and Senator Bob Lasard.

**Vice Chairman Maurer called the meeting to order followed by the Pledge of Allegiance.**

**M/S Napstad/Johannsen to accept the proposed changes to the agenda as follows: Move LSOHC to the top of the agenda and add the Leech Lake Band of Ojibwe. Motion Carried.**

**M/S Johannsen/Napstad to accept consent agenda. Motion Carried.**

#### **Executive Director's Report**

- 70 people attended the MHB Annual Meeting that was held at the Chase in November.
- Wrote a grant application for a water monitoring project. Grant application amount requested from MPCA is \$68,495.74.
- Wrote a grant application for continuing AIS infomercials and social media work. Grant application total requested from IF is \$83,484.00.
- In the last two years all of the grant applications that MHB applied for have been awarded.
- Eight foot table top display needs to be rebuilt. It is old and Tim would like to make it more useable and noticeable.
- Prepared a Letter of Support for John Ringle of Cass County ESD on behalf of the Leech Lake Coalition and Leech Lake Band of Ojibwe, City of Cass Lake and Cass County.
- Developed a process chart for the LSOHC process.
- Tim and Paul met earlier with Enbridge and they (Enbridge) have a presentation for today's meeting.
- Attended the AMC conference.
- Attended a meeting with Itasca County and the City of Grand Rapids to discuss a Capital Improvement Plan.
- Held a teleconference with the City of Walker to discuss as storm water grant application.
- Completed the Pay Equity Report with the Personnel Department of Crow Wing County.
- Moved MHB office to the basement of the Crow Wing County Land Services Building.

**Action/Discussion Items**

**M/S Napstad/Johannsen to approve the Letter of Support for Leech Lake Coalition and Leech Lake Band of Ojibwe, City of Cass Lake and Cass County as prepared by Tim Terrill. Motion Carried.**

**M/S Johannsen/Napstad to approve the Pay Equity Report as presented and prepared. Motion Carried.**

**M/S Napstad/Johannsen to approve the Initiative Foundation grant application. Motion carried.**

**M/S Maurer/Napstad to approve the MPCA grant application. Motion carried.**

Presentation and discussion with Enbridge representatives. Discussed watershed sustainability and ways that Enbridge, MHB and the counties within the MHB area could work together.

PowerPoint presentation of the path MHB has taken in the last few years. The ED allowed for discussion about what may be the next steps.

Performance Review should be completed this next month. A review needs to be completed by the commissioners and the results compiled. Commissioner Kevin Maurer will handle the reviews and compilation process.

Next meeting to be held January 15<sup>th</sup> at the Cass County Commissioners meeting room in the Cass County Courthouse.

**M/S Vene/Johannsen to adjourn. Motion carried.**

---

**Kevin Maurer, Vice Chairman**

---

**Tim Terrill, Executive Director**

01/10/2016 08:00  
JasonR

Crow Wing County  
MHB Detail History

P 1  
glacthst

ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	
74	74-00-000-000-000-0000-10001- Cash & Pooled Investments								
15/12	14 12/01/15	APP A1201					-320.80	-320.80	
	a12 1								
15/12	141 12/08/15	APP A1208					-1,039.42	-1,360.22	
	a12 8								
15/12	192 12/11/15	PRJ					-3,453.40	-4,813.62	
15/12	325 12/15/15	APP A1215					-11,764.87	-16,578.49	
	a12 15								
15/12	469 12/22/15	GNI					1,121.42	-15,457.07	
	ST OF MN	SYSTEM GENERATED DUE TO LINE							
15/12	488 12/24/15	PRJ					-3,445.94	-18,903.01	
15/12	489 12/22/15	APP A1222					-1,230.95	-20,133.96	
	a12 22								
15/12	576 12/29/15	APP A12 29					-694.84	-20,828.80	
	a12 29								
15/12	673 12/31/15	GEN					-525.00	-21,353.80	
	RECURRING	SYSTEM GENERATED DUE TO LINE							
15/12	699 12/31/15	GNI NOV					-330.30	-21,684.10	
	WF PCARD	SYSTEM GENERATED DUE TO LINE							
	LEDGER BALANCES --- DEBITS:		1,121.42						
				CREDITS:		-22,805.52	NET:	-21,684.10	
74	74-00-000-000-000-0000-20050- Vouchers Payable								
15/12	14 12/01/15	APP A1201					320.80	320.80	
	a12 1	AP CASH DISBURSEMENTS JOURNAL							
15/12	138 12/01/15	API B 296					-1,039.42	-718.62	
	W a12 8								
15/12	141 12/08/15	APP A1208					1,039.42	320.80	
	a12 8	AP CASH DISBURSEMENTS JOURNAL							
15/12	274 12/09/15	API B 319					-1,500.74	-1,179.94	
	W a12 15								
15/12	282 12/14/15	API B 329					-3.36	-1,183.30	
	W a12 15								

01/10/2016 08:00  
JasonR

Crow Wing County  
MHB Detail History

P 2  
glacthst

ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE
15/12	322 12/14/15	API B	332				-10,260.77	-11,444.07
	W a12 15							
15/12	325 12/15/15	APP A1215					11,764.87	320.80
	a12 15 AP CASH DISBURSEMENTS JOURNAL							
15/12	435 12/18/15	API B	345				-271.95	48.85
	W a12 22							
15/12	456 12/21/15	API B	349				-959.00	-910.15
	W a12 22							
15/12	489 12/22/15	APP A1222					1,230.95	320.80
	a12 22 AP CASH DISBURSEMENTS JOURNAL							
15/12	575 12/16/15	API B	342				-694.84	-374.04
	W a12 29							
15/12	576 12/29/15	APP A12 29					694.84	320.80
	a12 29 AP CASH DISBURSEMENTS JOURNAL							
	LEDGER BALANCES --- DEBITS:		15,050.88		CREDITS:	-14,730.08	NET:	320.80
74	74-00-000-000-000-0000-38400-	Expenditures						
15/12	138 12/01/15	API B	296				1,039.42	1,039.42
	W a12 8							
15/12	192 12/11/15	PRJ PR1211	1151211	1151211			3,453.40	4,492.82
	PAY121115 WARRANT=151211 RUN=1 BI-WEEKL							
15/12	274 12/09/15	API B	319				1,500.74	5,993.56
	W a12 15							
15/12	282 12/14/15	API B	329				3.36	5,996.92
	W a12 15							
15/12	322 12/14/15	API B	332				10,260.77	16,257.69
	W a12 15							
15/12	435 12/18/15	API B	345				271.95	16,529.64
	W a12 22							
15/12	456 12/21/15	API B	349				350.00	16,879.64
	W a12 22							
15/12	488 12/24/15	PRJ pr1224	1151224	1151224			3,445.94	20,325.58
	pay122415 WARRANT=151224 RUN=1 BI-WEEKL							
15/12	575 12/16/15	API B	342				694.84	21,020.42

01/10/2016 08:00  
JasonR

Crow Wing County  
MHB Detail History

P 3  
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ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE
	W a12 29							
15/12	673 12/31/15 GEN RECURRING						525.00	21,545.42
15/12	699 12/31/15 GNI NOV WF PCARD						330.30	21,875.72
	LEDGER BALANCES --- DEBITS:		21,875.72		CREDITS:	.00	NET:	21,875.72
74	74-00-000-000-000-0000-38500- Revenues							
15/12	456 12/21/15 API B 349 W a12 22						609.00	609.00
15/12	469 12/22/15 GNI ST OF MN						-1,121.42	-512.42
	LEDGER BALANCES --- DEBITS:		609.00		CREDITS:	-1,121.42	NET:	-512.42
74830	74-00-830-000-000-000-0000-53180- Environmental Assistance /MPCA							
15/12	469 12/22/15 GNI ST OF MN #7 WPLMN GRANT						-1,121.42	-1,121.42
	LEDGER BALANCES --- DEBITS:		.00		CREDITS:	-1,121.42	NET:	-1,121.42
74830	74-00-830-000-000-000-0000-58300- Miscellaneous Other Revenue							
15/12	456 12/21/15 API 101939 W a12 22 '14 audit, workers comp		13593	312			609.00	609.00
	LEDGER BALANCES --- DEBITS:		609.00		CREDITS:	.00	NET:	609.00
74830	74-00-830-000-000-000-0000-61000- Salaries & Wages - Regular							
15/12	192 12/11/15 PRJ PR1211 1151211 1151211 PAY121115 WARRANT=151211 RUN=1 BI-WEEKL						2,301.77	2,301.77
15/12	279 12/14/15 GEN RCLSS PER DIEMS						-800.00	1,501.77

01/10/2016 08:00  
JasonR

Crow Wing County  
MHB Detail History

P 4  
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ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE
15/12	488 12/24/15 PRJ pr1224 1151224 1151224						2,401.77	3,903.54
	pay122415 WARRANT=151224 RUN=1 BI-WEEKL							
	LEDGER BALANCES --- DEBITS:		4,703.54		CREDITS:	-800.00	NET:	3,903.54
74830	74-00-830-000-000-000-0000-61200- Active Insurance							
15/12	192 12/11/15 PRJ PR1211 1151211 1151211						710.39	710.39
	PAY121115 WARRANT=151211 RUN=1 BI-WEEKL							
15/12	488 12/24/15 PRJ pr1224 1151224 1151224						647.07	1,357.46
	pay122415 WARRANT=151224 RUN=1 BI-WEEKL							
	LEDGER BALANCES --- DEBITS:		1,357.46		CREDITS:	.00	NET:	1,357.46
74830	74-00-830-000-000-000-0000-61300- Employee Pension & FICA							
15/12	192 12/11/15 PRJ PR1211 1151211 1151211						341.24	341.24
	PAY121115 WARRANT=151211 RUN=1 BI-WEEKL							
15/12	488 12/24/15 PRJ pr1224 1151224 1151224						342.10	683.34
	pay122415 WARRANT=151224 RUN=1 BI-WEEKL							
	LEDGER BALANCES --- DEBITS:		683.34		CREDITS:	.00	NET:	683.34
74830	74-00-830-000-000-000-0000-61500- Worker's Compensation							
15/12	322 12/14/15 API 101939 13107 4142 B						2,841.00	2,841.00
	W a12 15 mbr# 2530 MHB workers comp MN Counties Intergov							
	LEDGER BALANCES --- DEBITS:		2,841.00		CREDITS:	.00	NET:	2,841.00
74830	74-00-830-000-000-000-0000-62100- Telephone							
15/12	282 12/14/15 API 006205 13025 4092 B						1.77	1.77
	W a12 15 DECEMBER CTC SVC & 11/1-11/30 Consolidated Telecom							
15/12	282 12/14/15 API 006205 13025 4092 B						1.59	3.36
	W a12 15 DECEMBER CTC SVC & 11/1-11/30 Consolidated Telecom							
15/12	488 12/24/15 PRJ pr1224 1151224 1151224						55.00	58.36
	pay122415 WARRANT=151224 RUN=1 BI-WEEKL							



01/10/2016 08:00  
JasonR

Crow Wing County  
MHB Detail History

P 5  
glacthst

ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	
	LEDGER BALANCES --- DEBITS:			58.36			CREDITS: .00	NET: 58.36	
74830	74-00-830-000-000-000-0000-62680- Non-Employee Per Diems								
15/12	192 12/11/15 PRJ PR1211 1151211 1151211						100.00	100.00	
	PAY121115 WARRANT=151211 RUN=1 BI-WEEKL								
15/12	279 12/14/15 GEN					B	800.00	900.00	
	RCLSS PER DIEMS								
15/12	435 12/18/15 API 100532			13536	4173	B	50.00	950.00	
	W a12 22 Mauer per diem 12/18 Morrison County Audi								
	LEDGER BALANCES --- DEBITS:			950.00			CREDITS: .00	NET: 950.00	
74830	74-00-830-000-000-000-0000-62720- Non-Employee Mileage								
15/12	435 12/18/15 API 002833			13533	4169	B	89.70	89.70	
	W a12 22 mileage 12/18 Maurer, Kevin J.								
15/12	435 12/18/15 API 002837			13534	4167	B	28.75	118.45	
	W a12 22 mileage 12/18 Johannsen, Calvin								
15/12	435 12/18/15 API 002737			13535	4174	B	103.50	221.95	
	W a12 22 mileage 12/18 Napstad, Brian G.								
	LEDGER BALANCES --- DEBITS:			221.95			CREDITS: .00	NET: 221.95	
74830	74-00-830-000-000-000-0000-62990- Prof. & Tech. Fee - Other								
15/12	138 12/01/15 API 101308			11941	3960	B	1,039.42	1,039.42	
	W a12 8 Prof Svc thru 11/14/15 Widseth Smith Noltin								
15/12	274 12/09/15 API 009999			12574	4110	B	1,500.74	2,540.16	
	W a12 15 Nov 20- Nov 22 Ldr MHB Unknown								
15/12	322 12/14/15 API 002955			13121	4101	B	7,419.77	9,959.93	
	W a12 15 11/1/15-11/28/15 Prof serv HDR Engineering Inc								
15/12	575 12/16/15 API 101308			13895	4344	B	694.84	10,654.77	
	W a12 29 Prof svc to 12/12/15 Widseth Smith Noltin								
15/12	673 12/31/15 GEN					B	525.00	11,179.77	
	RECURRING FINANCIAL SERVICE								

01/10/2016 08:00  
JasonR

Crow Wing County  
MHB Detail History

P 6  
glacthst

ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	
	LEDGER BALANCES --- DEBITS:			11,179.77			CREDITS: .00	NET: 11,179.77	
74830	74-00-830-000-000-000-0000-63320-	Employee Mileage							
15/12	699 12/31/15 GNI NOV					B	150.07	150.07	
	WF PCARD LSOHC meeting								
	TIM TERRILL-OOP								
15/12	699 12/31/15 GNI NOV					B	28.17	178.24	
	WF PCARD ACUB meeting								
	TIM TERRILL-OOP								
15/12	699 12/31/15 GNI NOV					B	71.30	249.54	
	WF PCARD Chase on the Lake Conference								
	TIM TERRILL-OOP								
15/12	699 12/31/15 GNI NOV					B	71.30	320.84	
	WF PCARD MHB monthly and annual meetin								
	TIM TERRILL-OOP								
	LEDGER BALANCES --- DEBITS:			320.84			CREDITS: .00	NET: 320.84	
74830	74-00-830-000-000-000-0000-63340-	Hotel & Meals Travel Expense							
15/12	699 12/31/15 GNI NOV					B	6.94	6.94	
	WF PCARD meal								
	TIM TERRILL-OOP								
	LEDGER BALANCES --- DEBITS:			6.94			CREDITS: .00	NET: 6.94	
74830	74-00-830-000-000-000-0000-63380-	Training & Registration Fees							
15/12	456 12/21/15 API 000372			13594	4143	B	350.00	350.00	
	W a12 22 Conference: T Terill			Association of MN					
	LEDGER BALANCES --- DEBITS:			350.00			CREDITS: .00	NET: 350.00	
74830	74-00-830-000-000-000-0000-64090-	Office Supplies							
15/12	699 12/31/15 GNI NOV					B	2.52	2.52	
	WF PCARD agenda mailing								
	TIM TERRILL-USPS 26110004033407503								
	LEDGER BALANCES --- DEBITS:			2.52			CREDITS: .00	NET: 2.52	

01/10/2016 08:00  
JasonR

Crow Wing County  
MHB Detail History

P 7  
glacthst

ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE
GRAND TOTAL --- DEBITS:				61,941.74	CREDITS:	-40,578.44	NET:	21,363.30

66 Records printed

\*\* END OF REPORT - Generated by Jason Rausch \*\*

## **Attachment 3 & 4**

Executive Directors Report  
Correspondence  
Aitkin Pavillion CUP

# Executive Director Report

December 2015 – January 2016

## Personnel, Budget, Administration, Information & Education, Correspondence

1. Reviewed over monthly budget.
2. Prepared monthly agenda packet.
3. Sent in monthly expense report.
4. Held weekly call in meeting with MPCA.
5. Sent SDFR to State Auditor.
6. Sent Biennial Budget report to representative legislators of the MHB.
7. Submitted Pay Equity Report to state.
8. Talked with Shawn Tracy and Dan Steward about 1W1P training session for MHB area.
9. Organized meeting between WSN, MPCA, and Executive Director.
10. Sent out Performance Review to MHB Board.
11. Updated new mileage rate for grants.
12. Updated DNR quarterly report.
13. Developed Annual plan and budget for MHB Board.
14. Emailed out in-kind letter of support to counties.
15. Telephoned the Brainerd Housing and Redevelopment Authority to discuss possible opportunities to work together on the Mississippi River Partnership Plan.
16. Corresponded with Itasca SWCD about responsibilities of CWL grant.
17. Set up educational material in CW county lobby.
18. Sent appropriation request letters out to the 8 counties.

## Meetings & Networking

1. Held meeting with MPCA to discuss parameters and administration of the MPCA WPLMN grant.
2. Held meeting with Aitkin County Commissioners to discuss LSOHC process.



## Schedule of Proposed Action (SOPA)

01/01/2016 to 03/31/2016

### Chippewa National Forest

This report contains the best available information at the time of publication. Questions may be directed to the Project Contact.

Project Name	Project Purpose	Planning Status	Decision	Expected Implementation	Project Contact
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<b>Chippewa National Forest</b>	<b>Blackduck Ranger District (excluding Projects occurring in more than one District)</b>	<b>R9 - Eastern Region</b>
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<b>Collaborative Ash Diversification Project</b> EA  *UPDATED*	- Vegetation management (other than forest products)	Completed	Actual: 10/05/2015	11/2015	Gary Swanson 218-335-8652 ghswanson@fs.fed.us
<b>Description:</b> The primary activity is harvesting and planting other tree species in ten lowland black ash stands to improve species diversity in anticipation of potential mortality by the emerald ash borer. Collaborative project with LLBO, MN DNR, County, USFS.					
<b>Web Link:</b> <a href="http://www.fs.fed.us/nepa/nepa_project_exp.php?project=45212">http://www.fs.fed.us/nepa/nepa_project_exp.php?project=45212</a>					
<b>Location:</b> UNIT - Blackduck Ranger District. STATE - Minnesota. COUNTY - Cass, Itasca. LEGAL - Not Applicable. Project is 10 black ash stands within CNF on Deer River and Walker Ranger Districts. Three stands are within the Leech Lake Reservation boundary.					
<b>Knutson Dam Campground Holding Tank</b> CE  *NEW LISTING*	- Facility management	In Progress: Scoping Start 07/15/2013	Expected: 11/2015	06/2016	Kenneth Hansen 218-835-3116 khansen@fs.fed.us
<b>Description:</b> installation of a 1,000 gallon wastewater holding tank at Knutson Dam Campground host site					
<b>Location:</b> UNIT - Blackduck Ranger District. STATE - Minnesota. COUNTY - Beltrami. LEGAL - Not Applicable. Knutson Dam campground, site 12.					
<b>White Recreation Residence Garage</b> CE  *UPDATED*	- Special use management	Completed	Actual: 10/14/2015	11/2015	Laura Underhill 218-246-3455 laurabunderhill@fs.fed.us
<b>Description:</b> permit will authorize construction of a garage on leased recreation residence lot on National Forest land and within Leech Lake Reservation admin boundary. Knutson Dam tract.					
<b>Location:</b> UNIT - Blackduck Ranger District. STATE - Minnesota. COUNTY - Beltrami. LEGAL - T146N, R25W, S21, SW¼, 5th Principal Meridian. recreation residence is part of Knutson Dam Tract.					

<b>Chippewa National Forest</b>	<b>Deer River Ranger District (excluding Projects occurring in more than one District)</b>	<b>R9 - Eastern Region</b>
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Project Name	Project Purpose	Planning Status	Decision	Expected Implementation	Project Contact
<b>Chippewa National Forest</b>		<b>Deer River Ranger District (excluding Projects occurring in more than one District)</b>			<b>R9 - Eastern Region</b>
<b>Ash Diversification</b> EA  <b>*UPDATED*</b>	- Forest products - Vegetation management (other than forest products)	In Progress:	Expected:02/2016	02/2016	Barb Knight 218-246-2362 bknight@fs.fed.us
<b>Description:</b> To maintain lowland forest cover and structure on the landscape by diversifying ash-dominated stands prior to the arrival of Emerald Ash Borer. This is a forest wide project which includes all of the Leech Lake Band of Ojibwe reservation boundary.					
<b>Web Link:</b> <a href="http://www.fs.fed.us/nepa/nepa_project_exp.php?project=46500">http://www.fs.fed.us/nepa/nepa_project_exp.php?project=46500</a>					
<b>Location:</b> UNIT - Deer River Ranger District. STATE - Minnesota. COUNTY - Beltrami, Cass, Itasca. LEGAL - Not Applicable. The Chippewa National Forest boundary.					
<b>Bear Brook, Ball Club, and Holland Decommissioning</b> CE  <b>*NEW LISTING*</b>	- Wildlife, Fish, Rare plants - Watershed management	Developing Proposal Est. Scoping Start 01/2016	Expected:03/2016	08/2016	Eric Raitanen 218-246-3475 ericraitanen@fs.fed.us
<b>Description:</b> Remove all control structures and wetland fill and re-vegetate to a natural condition. Bear Brook will be replaced with a suitable culvert or bridge that meets standards for aquatic organism passage.					
<b>Web Link:</b> <a href="http://www.fs.fed.us/nepa/nepa_project_exp.php?project=48111">http://www.fs.fed.us/nepa/nepa_project_exp.php?project=48111</a>					
<b>Location:</b> UNIT - Deer River Ranger District. STATE - Minnesota. COUNTY - Cass, Itasca. LEGAL - Ball Club Impoundments: T145 R26 Sec 8, Bear Brook Impoundment: T144 R27 Sec 15, Holland Lake Impoundment T149R25 Sec 7. Leech River Watershed, Bear Brook sub watershed;Ball Club sub-watershed, tributary to Ball Club Lake;Big Fork Watershed, Big Fork Watershed, Upper Bigfork River. Fletcher Creek sub-watershed.					
<b>Highbanks Resort Permit</b> CE  <b>*NEW LISTING*</b>	- Special use management	In Progress: Scoping Start 10/22/2015	Expected:01/2016	01/2016	Laura Underhill 218-246-3455 laurabunderhill@fs.fed.us
<b>Description:</b> This permit will authorize the continued construction, operation and maintenance of a resort/marina, including a lodge, 11 cabins, garage, and other ancillary facilities on National Forest lands. Project is within the Leech Lake Reservation boundary.					
<b>Web Link:</b> <a href="http://www.fs.fed.us/nepa/nepa_project_exp.php?project=47989">http://www.fs.fed.us/nepa/nepa_project_exp.php?project=47989</a>					
<b>Location:</b> UNIT - Deer River Ranger District. STATE - Minnesota. COUNTY - Cass. LEGAL - T146N, R27W, Sec 20 and 29. The resort is located on Tamarack Point on Lake Winnibigoshish.					

Project Name	Project Purpose	Planning Status	Decision	Expected Implementation	Project Contact
<b>Chippewa National Forest Deer River Ranger District (excluding Projects occurring in more than one District)</b>					<b>R9 - Eastern Region</b>
<b>Long Lake Vegetation Management Project</b> EA  <b>*NEW LISTING*</b>	- Wildlife, Fish, Rare plants - Forest products - Watershed management - Road management	Developing Proposal Est. Scoping Start 01/2016	Expected:11/2016	06/2018	Barb Knight 218-246-2362 bknight@fs.fed.us
	<b>Description:</b> This purpose of the project is to move toward achieving Landscape Ecosystem vegetation objectives, and restoring conditions more representative of native vegetation communities. Outside the LLBO reservation boundary				
	<b>Web Link:</b> <a href="http://www.fs.fed.us/nepa/nepa_project_exp.php?project=48175">http://www.fs.fed.us/nepa/nepa_project_exp.php?project=48175</a>				
<b>Location:</b> UNIT - Deer River Ranger District. STATE - Minnesota. COUNTY - Cass. LEGAL - T141N R25W Sec3-6, 8-9, 13-17, 20-36;T142N R25W Sec3-6,8-11,18-22,28-34; T143N R25W Sec1,3,4-6,8-17,19-24,26,28-33; T143N R26W Sec1&24; T144N R25W Sec5-9,16-23,26-36; T144N R26W Sec12-14, 23-26-36. This project is located south of Hwy 2 and North of the National Forest boundary and on the very eastern side of the Forest.					
<b>Trunk Highway (TH) 38 Improvement Project</b> CE  <b>*NEW LISTING*</b>	- Road management	In Progress: Scoping Start 11/25/2015	Expected:02/2016	03/2017	Barb Knight 218-246-2362 bknight@fs.fed.us
	<b>Description:</b> Construct a new road pavement, replace 41 and repair 9 culverts,repair the eroding inslope at 7 locations, raise the road surface at milepost 26, lower the crest hill at milepost 14.5, tree removal a some areas. Outside the LLBO reservation.				
	<b>Web Link:</b> <a href="http://www.fs.fed.us/nepa/nepa_project_exp.php?project=48171">http://www.fs.fed.us/nepa/nepa_project_exp.php?project=48171</a>				
<b>Location:</b> UNIT - Deer River Ranger District. STATE - Minnesota. COUNTY - Itasca. LEGAL - Not Applicable. TH38 north-south corridor between Pughole Lake to Marcell.					

Project Name	Project Purpose	Planning Status	Decision	Expected Implementation	Project Contact
<b>Chippewa National Forest Walker Ranger District (excluding Projects occurring in more than one District)</b>					<b>R9 - Eastern Region</b>
<b>Laura Lake Marsh Burn Project</b> CE  <b>*UPDATED*</b>	- Wildlife, Fish, Rare plants	Completed	Actual: 11/30/2015	03/2016	Cory Mlodik 218-835-3119 corymlodik@fs.fed.us
	<b>Description:</b> Improve the quality of wildlife habitat through prescribed burning. This burn will maintain the forest edge from encroachment on the riparian marsh area.				
	<b>Location:</b> UNIT - Walker Ranger District. STATE - Minnesota. COUNTY - Cass. LEGAL - T141N, R26W, Sections 29, 30, and 32, and in T141N, R27W, Sections 25 and 36. Laura Lake marsh surrounding Laura Lake, Cass County, MN.				



Project Name	Project Purpose	Planning Status	Decision	Expected Implementation	Project Contact
<b>Chippewa National Forest</b>	<b>Walker Ranger District (excluding Projects occurring in more than one District)</b>				<b>R9 - Eastern Region</b>
<b>Tobique-Skimmer Wildlife Habitat Improvement Project</b> CE	- Wildlife, Fish, Rare plants - Vegetation management (other than forest products)	In Progress: Scoping Start 09/28/2015	Expected:11/2015	01/2016	Cory Mlodik 218-835-3119 corymlodik@fs.fed.us
<b>*UPDATED*</b>	<b>Description:</b> Shear upland brush, lowland brush, and young aspen in Turtle River and Boy River watersheds to maintain early successional habitat for golden-winged warblers and American woodcock, and other associated wildlife species.				
	<b>Location:</b> UNIT - Walker Ranger District. STATE - Minnesota. COUNTY - Beltrami, Cass. LEGAL - Blackduck R.D. in T148N, R30W, Section 3 and Walker R.D. in T142N, R27W, Sections 23 and 26. Blackduck R.D. in T148N, R30W, Section 3 and Walker R.D. in T142N, R27W, Sections 23 and 26.				

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

This report contains the best available information at the time of publication. Questions may be directed to the Project Contact.

# CONDITIONAL USE PERMIT/VARIANCE/REZONING APPLICATION

## OFFICE USE ONLY

APPLICATION DATE 11-16-15

MEETING DATE 12-21-15

60-DAY EXPIRATION DATE 1-14-16 (MEETING MUST OCCUR BEFORE THIS DATE, UNLESS WRITTEN EXTENSION OF THE 60-DAY TIME PERIOD IS MADE. WRITTEN EXTENSION MUST BE MADE PRIOR TO THE EXPIRATION OF THE FIRST 60-DAY TIME PERIOD)

FIRST NAME \_\_\_\_\_ MIDDLE NAME \_\_\_\_\_ LAST NAME Aitkin County  
 TELE # 218-927-7364 DATE OF BIRTH Land  
 MAIL ADDRESS 209 2nd St NW; Room 206  
 CITY Aitkin STATE MN ZIP 56431  
 911 ADDRESS OF PROPERTY 814 4th Ave NW  
 CITY Aitkin STATE MN ZIP 56431  
 TOWNSHIP Aitkin  
 LEGAL DESCRIPTION W 3 ac of Lot 9 lying N of E W 1/4 line  
 SECTION 23 TOWNSHIP 47 RANGE 27

**OFFICE USE ONLY**


DATE 12-21-15 APPROVE / DENY  
 PERMIT# 41705C  
 PARCEL# 01-0-049600  
 RECEIPT# N/C  
 CONFORMING SEPTIC  
 YES P# NO NEW

(circle) RESIDENTIAL COMMERCIAL ACCESSORY NEW BUILDING ALTERATION

SIZE OF ALL BUILDINGS COVERED BY THIS APPLICATION  
40 x 40' open sided, gabled pavilion

COMMENTS:  
CUP approved 12-21-15. No conditions.

The undersigned hereby makes application for permit to construct as herein specified, agreeing to do all such work in strict accordance with the Ordinances of the County of Aitkin, Minnesota; Minnesota Individual Sewage Disposal Code Minimum Standards set forth by Minnesota Department of Health; and Shoreland Management Standards set forth by Minnesota Department of Natural Resources. Applicant agrees that plan, sketches and specifications submitted herewith and which are approved by the Zoning Official, shall become a part of the permit.

  
 SIGNATURE APPLICANT/AGENT

-----DO NOT WRITE BELOW THIS LINE-----

**ZONING DISTRICT & FLOOD PLAIN**  
 ZONING DISTRICT Shoreland  
 LAKE/STREAM RIVER NAME Mississippi  
 LAKE/RIVER ID NUMBER 01-0604  
 LAKE/RIVER/STREAM CLASSIF. MHB  
 PARCEL LOCATED IN FLOOD PLAIN?  N Floodway  
 10/100-YR. FLOOD ELEVATION \_\_\_\_\_  
 LOWEST FLOOR ELEVATION \_\_\_\_\_  
 ELEV. CERTIFICATE REQUIRED Y  N   
 BEFORE CONSTRUCTION Y  N   
 AFTER CONSTRUCTION Y  N

**STRUCTURE SETBACK DISTANCE REQUIREMENTS**  
 (Measure from eaves or overhang)  
 OHW TO LAKE/RIVER/STREAM \_\_\_\_\_  
 PROPERTY LINE SETBACK (10-ft. / 20-ft.)  
 SETBACK TO ROAD R-O-W (30-ft. Twp. / 50-ft. Co., State, Fed.)  
 SETBACK TO BLUFF (30-ft.) \_\_\_\_\_

**SEPTIC SYSTEM SETBACK DISTANCES**  
 SETBACK TO STRUCTURES - 10-ft. Tank / 20-ft. Drain field \_\_\_\_\_  
 OHW TO LAKE/RIVER \_\_\_\_\_  
 PROPERTY LINE SETBACK - 10-ft. \_\_\_\_\_  
 SETBACK TO ROAD R-O-W - 10-ft. \_\_\_\_\_  
 PROPERTY LINE SETBACK - 10-ft. \_\_\_\_\_

INQPCL-1  
Data Set: PRD Production

Parcel Description

12/23/15  
10:40:31

Parcel/Acct : 01-0-049600            575    Asmt/Tax year: 2015 2016    Type: RE  
Pri. owner : 1                            Unit . . . :            Hold tax stmt:  
AITKIN COUNTY                            Emergency # :            Lease Type:  
Taxpayer . : 1    FALCO: 1 F.O.        Escrow . . . :            Notes :  
AITKIN COUNTY                            Surveyed . . :            UDI . : 100.00%  
Ref. parcel :                            Com district: 1            Billing: P  
Lake #/Name : 1060400 Mississippi Riv MH court nbr:            KD:  
Physical adr: 814 4th Ave NW            TIF district:                        
    AITKIN 56431            User defined:                        
Acres . . . : 3.00                            UTA-Twp/City: 1 AITKIN TWP  
Lot/Block . :                            School . . . : 1 AITKIN  
Plat/Desc . :                                                                                    
Sec/Twp/Rge : 23 47.0 27                    AMBU \*\*\*\* \*                                                         
Description : W 3AC OF LOT 9 LYING N OF E W1/4 LINE AS            00 00 00 00                                                         
    IN BK 49 DDS P 382            <--Version: 1

Press Enter to continue or enter new parcel/tax year: 01-0-049600    2016  
F1=Help                            F2=Trans History            F3=Exit  
F6=Parcel History            F7=Name/Addresses            F8=Legal                            F24=More keys

INQPCL-2  
Data set: PRD Production

Parcel Description

12/23/15  
10:40:39

Parcel/Acct : 01-0-049600

575 Asmt/Tax year: 2015 2016

Primary Owner: 1  
AITKIN COUNTY  
209 2ND ST NW  
AITKIN MN 56431

Taxpayer: 1 FALCO: 1 F.O.  
AITKIN COUNTY  
209 2ND ST NW  
AITKIN MN 56431

Primary Property Address:  
814 4th Ave NW  
AITKIN 56431

F1=Help

F3=Exit

F9=Print

F12=Cancel

Bottom

**AITKIN COUNTY ZONING**  
**Supplemental Data for Conditional Use Permit**

Permit #
Parcel # 01-0-049600

**A. GENERAL DATA**

**NAME OF APPLICANT**

Aitkin County Land Dept.

The above named individual, firm or corporation hereby respectfully submits the following supplemental data in support of the preliminary information provided on the accompanying Zoning Permit Application for the purpose of a securing a conditional use permit.

**Name of Contact Person:**

<u>Courtemanche</u>	<u>Rich</u>	<u>P</u>	<u>218-927-7364</u>	<u>218-927-7364</u>
Last	First	M.I.	Day Phone #	Evening Phone #

**B. PROJECT INFORMATION**

1. Specify the section of the ordinance which applies to this project: 4.13 & 4.31 Floodplain & 6120.58 (subp3)

2. Brief narrative of this request: Seeks permission to build an open-sided picnic pavilion at existing campground within the floodway of the Mississippi River. Permitted use under 6120.58 (subp3).


3. Written justification for request including discussion of how any potential conflicts with existing nearby land uses will be minimized:  
Existing campground screened by levee to the south and Mississippi River and publicly owned land to the north. Floodplain elevation is 1203.0' NGVD. Structure to be built on highest elevation in campground (1202.4' NGVD). The minimization of scouring potential with only 0.6' of possible water depth. Structure will meet all design criteria required in 6120.58 (Subp. 3)

4. Attach a detailed operation plan.

5. Check all additional supporting documents and data which are being submitted to help explain this project proposal:

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> Sketch plan               | <input checked="" type="checkbox"/> Topographic map | <input checked="" type="checkbox"/> Detailed narrative         |
| <input type="checkbox"/> Operation Plans                      | <input type="checkbox"/> Engineering plans          | <input type="checkbox"/> Flood proofing plans & specifications |
| <input type="checkbox"/> Other (specify) <u>aerial photos</u> |   |  |

I hereby certify with my signature that all data on my application forms, plans and specifications are true and correct to the best of my knowledge:

  
Signature of Applicant/Landowner

10-1-15  
Date

**C. PLEASE NOTE:**

1. This permit is not valid until it has been recorded at the Office of the County Recorder. A true and correct copy of the full legal description of the affected property must be attached.
2. This permit does not constitute a building permit, sewage system permit, grading permit, land alteration permit, well permit or the like. Separate permits may have to be applied for and obtained in order to accomplish all the goals of the project.
3. The issuance of this permit does not negate the need to secure other permits from other local units of government, state agencies, or federal agencies who may also have jurisdiction over portions of your project.

**“DIRECTIONS TO PROPERTY (PLEASE BE SPECIFIC)”**

From Courthouse, head west on State Hwy 210 one block to  
4th Ave NW (just west of Aitkin High School). Turn North and  
proceed to the end of the road (814 - 4th Ave NW) and into  
the campground via the road on the city levee. Pavilion site  
is north and adjacent to levee.

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## Conditional Use Permit – Aitkin Pavilion

### Photo



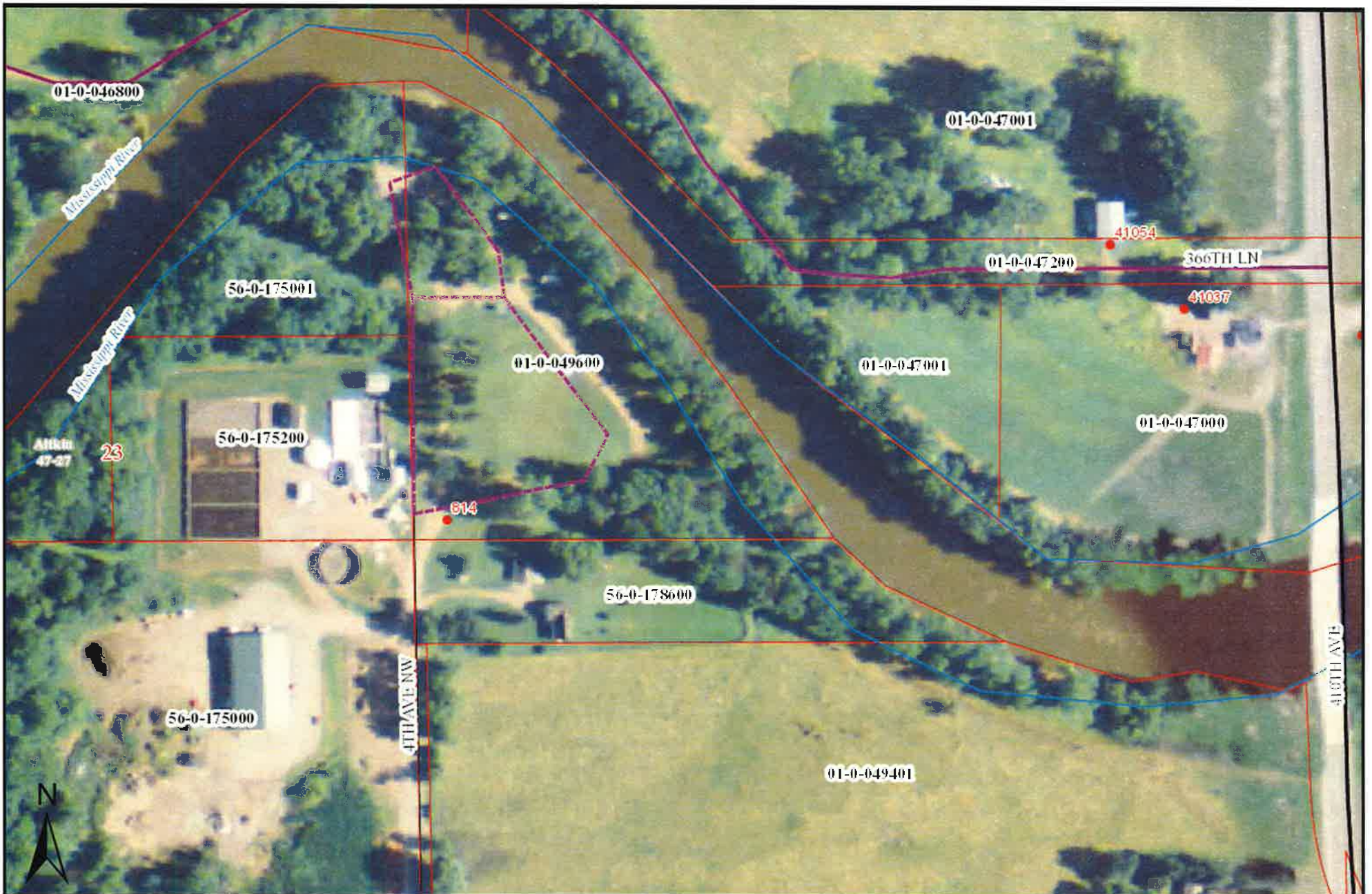
Photo: Aitkin Campground pavilion possible configuration.

### Narrative

The proposed pavilion will be large enough to accommodate six picnic tables with lighting and power. It features three bays with a gabled roof. Pressure treated wood (arsenic free) and metal roofing will be used to match the existing rustic structures within the park. A concrete floor will be poured at existing 1201-1202.4' NGVD minimizing impact to the floodway (1203'). The sod and some earthen material will be removed reducing possible increase in the flood stage. Pavilion size was minimized to the extent possible (6 picnic tables) and still allows a functioning structure to be used for events.

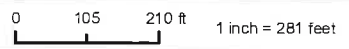
Aitkin Campground is an approved preexisting use and complies with Zoning and Mississippi River Headwaters Board regulations. The existing city levee screens park from neighboring property which is +100' north of the property line and +200' north of the nearest residence. There are no other affected residences within 900' of the new pavilion structure.

Aitkin Campground provides boat access to the Mississippi River and campground accommodations near the City of Aitkin. The campground provides important services for the Mississippi River Bike and Mississippi River Water Trails.



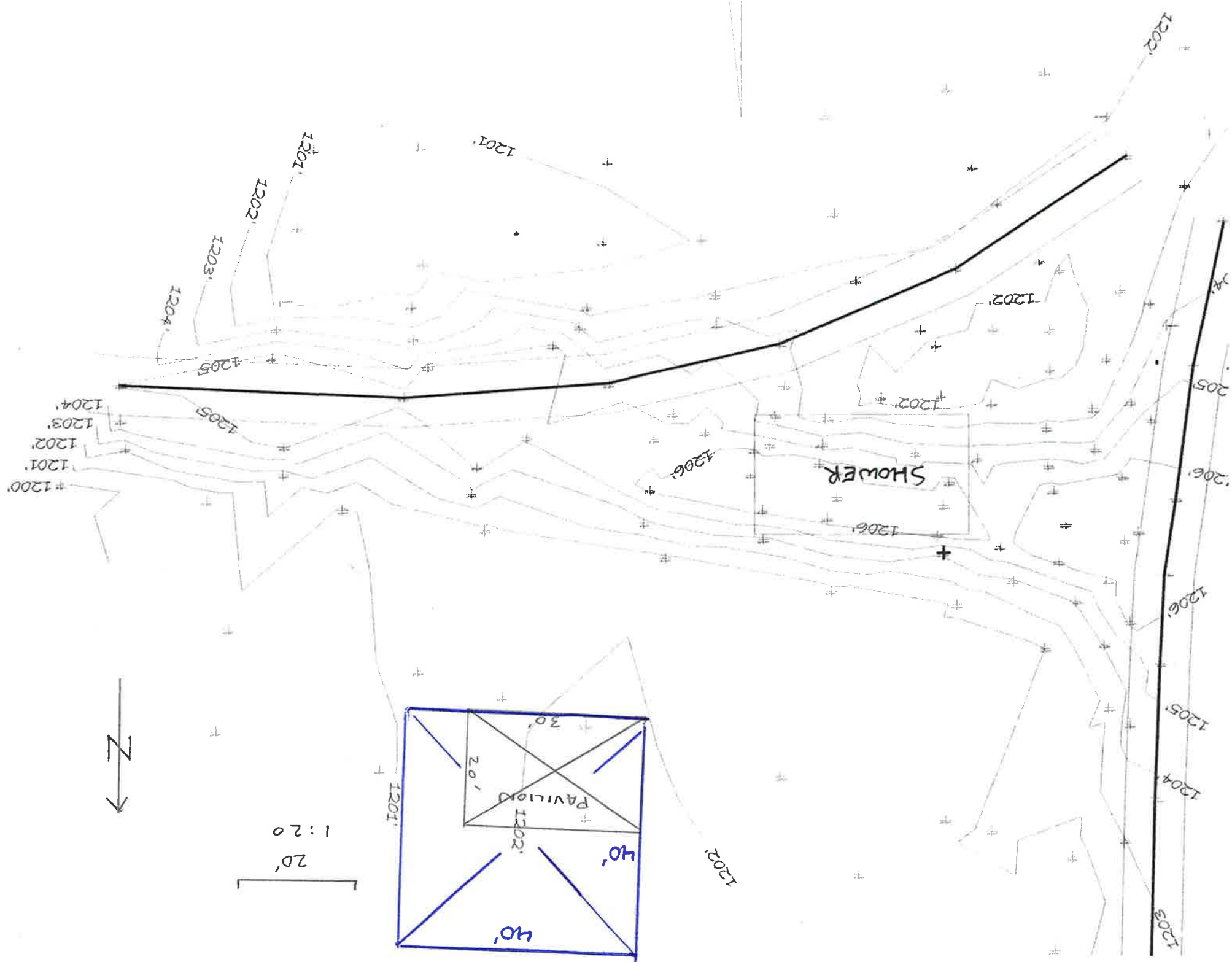
These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

### Aitkin Campground



Date: 10/1/2015





157593

01-0-050700

Form No. 31-M.

Miller-Dejeu Co., Minnesota, Minn.  
Minnesota Uniform Conveyancing Blanks (1933).

FILED JUL 8 1936 AT 9:11 A.M.

BRYCE E. KELSEY, Register of Deeds

Conveyance Made this 8th day of June, 1936.

Deerwood Lumber Company

of the County of Atkin, State of Minnesota, party of the first part, and  
Governmental Subdivision  
of the County of Atkin, State of Minnesota, party of the second part.

Witnesseth, That the said party of the first part, in consideration of the sum of One Dollar and other good and valuable consideration, DOLLARS, to be in hand paid by the said party of the second part, the receipt whereof is hereby acknowledged, do hereby Grant, Bargain, Quitclaim, and Convey unto the said party of the second part, its successors and assigns, forever, all the tract or parcel of land lying and being in the County of Atkin and State of Minnesota, described as follows, to-wit:

All that portion of Lot Nine (9) of Section Twenty-three (23), Township Forty-seven (47), Range Twenty-seven (27), which lies North of the East and West Quarter Section line of said Section Twenty-three (23), ~~containing approximately three (3) acres more or less~~ subject to mineral reservations and encumbrances of record, if any;

Containing approx three (3) acres, more or less.

Exempt from state deed tax  
*[Signature]*  
County Treasurer

Grantor states the State Deed Transfer Tax is \$1.10

To Have and to Hold the Same, Together with all the hereditaments and appurtenances thereunto belonging or in anywise appertaining, to the said party of the second part, its successors and assigns, Forever.



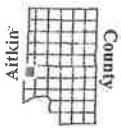
In Testimony Whereof, The said first party has caused these presents to be executed in its corporate name by its President and its Secretary, and its corporate seal to be hereunto affixed the day and year first above written.

DEERWOOD LUMBER COMPANY

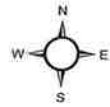
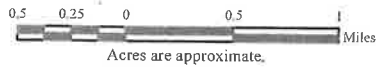
By *Henry Sidman*  
President

*Elizabeth Sidman*  
Secretary

*Alfred [Signature]*  
*Thomas B. [Signature]*

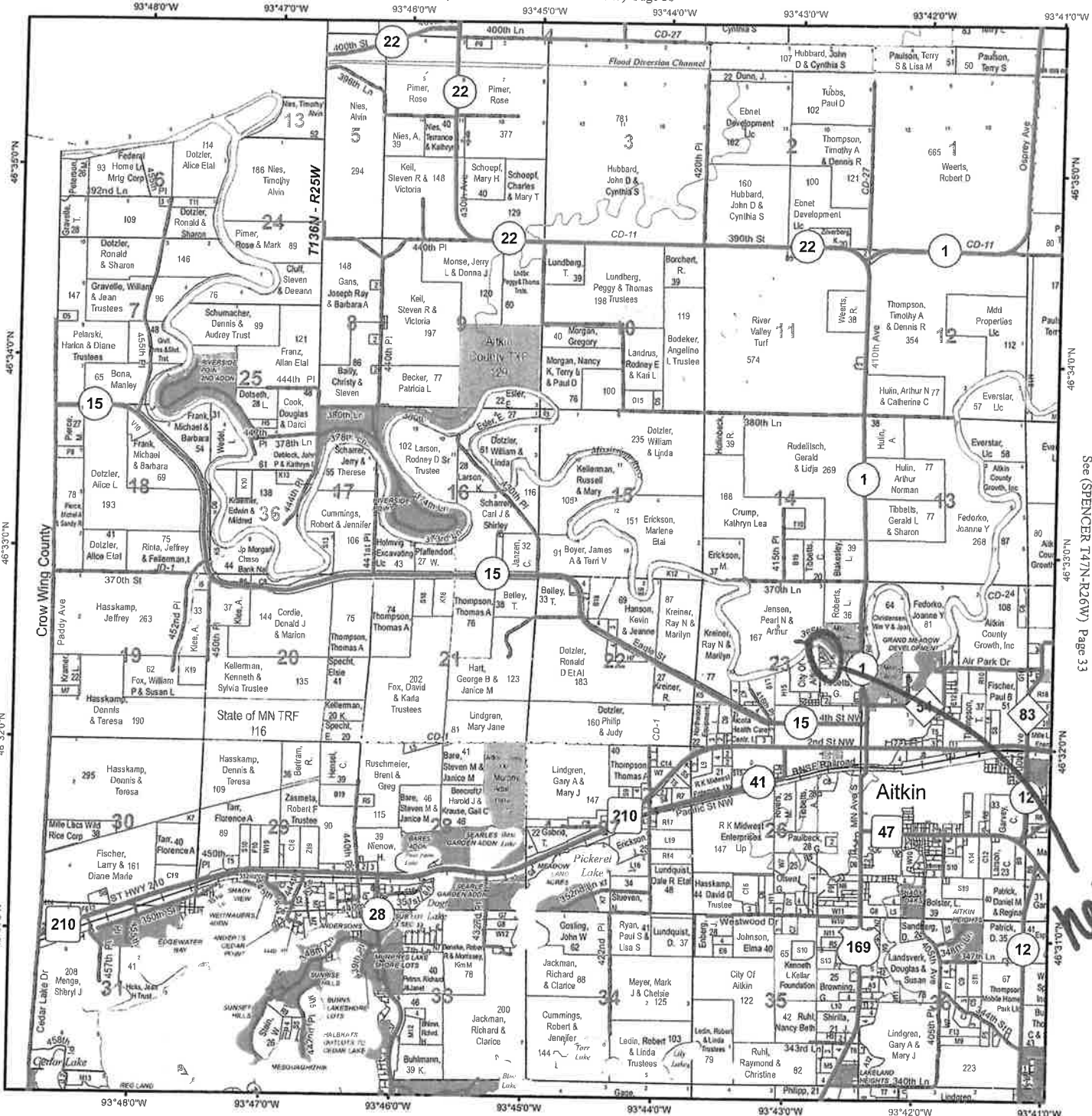


# AITKIN T47N-R27W



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See (UNORGANIZED T48N-R27W) Page 38



See (FARM ISLAND T46N-R27W) Page 26

See (SPENCER T47N-R26W) Page 33

Here



**D.R. Lundquist Excavating, Inc.**  
Dale Lundquist, Owner

- Demolition
- Basements
- Hauling
- Sewers
- Gravel
- Sand

104 - 3rd Ave • Aitkin • MN 56431  
Phone (218) 927-3933

**Laborkorn**  
LAW OFFICES, LTD.

Ph: (218) 927-6913  
Fax: (218) 927-6373

Attorneys  
122 2nd ST NW  
Aitkin, MN 56431

## **Planning and Zoning**

**None**

## **Attachment 5-7**

**Sentinel Landscape ppt.  
2016 Board Meeting Dates  
Draft letter to Gov. Dayton  
Program Planning ppt.  
Performance Review**



# Camp Ripley ACUB Program

## Partners

Minnesota Department of Natural Resources

Minnesota Board of Water and Soil Resources

### DNR

19 Land Transactions

1,920.35 acres

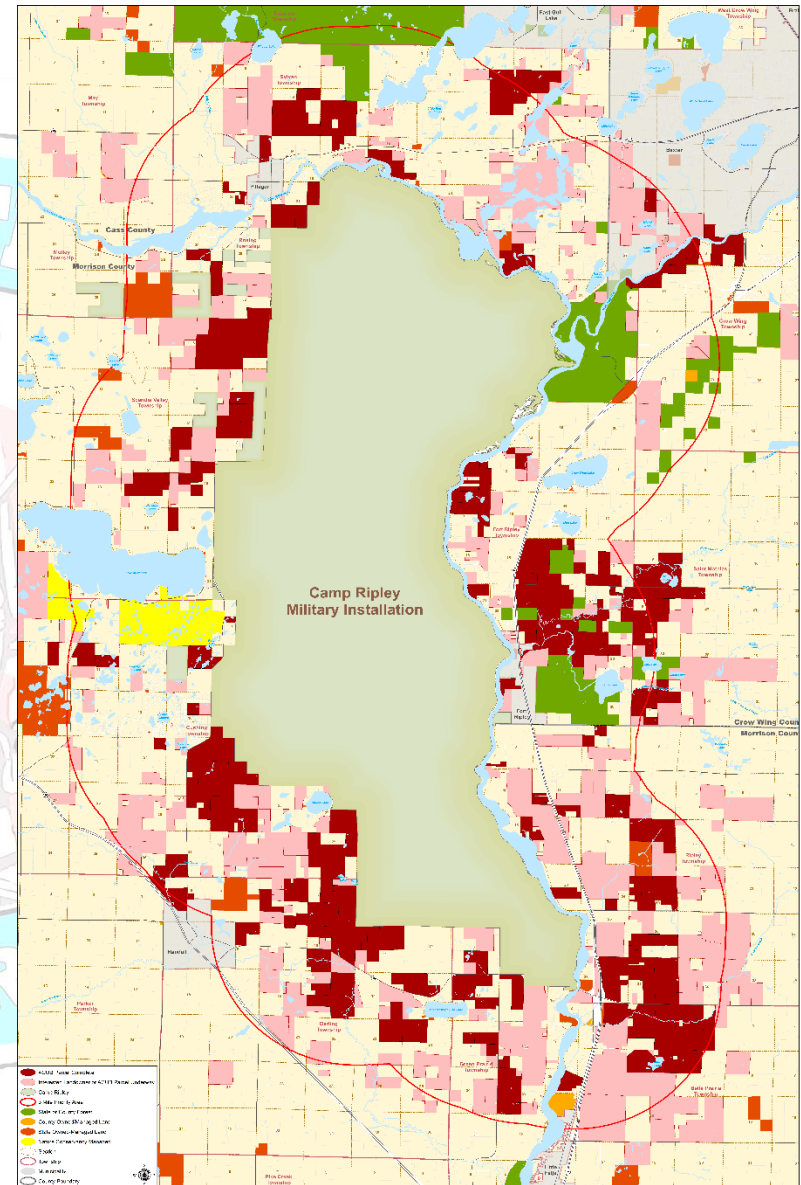
### BWSR

137 Land Transactions

15,673 acres

**Federal = \$25,936,880      State = \$5,473,000**

- 210 Interested Landowners representing 26,500 acres
- 17,593 acres completed, plus 17,018 acres of other compatible lands and 1,400 acres in process
- Goal is 78,000 acres of compatible lands





## 2016 MHB Board Meeting Dates

**Jan. 15<sup>th</sup>**

**Feb. 19<sup>th</sup>**

**March 25<sup>th</sup>**

**April 15<sup>th</sup>**

**May 20<sup>th</sup>**

**June 17<sup>th</sup>**

**July 15<sup>th</sup>**

**Aug. 19<sup>th</sup>**

**Sept. 16<sup>th</sup>**

**Oct. 21<sup>st</sup>**

**Nov. 18<sup>th</sup>**

**Dec. 16<sup>th</sup>**





## Mississippi Headwaters Board

Crow Wing County Land Service Bldg. - 322 Laurel St – Ste 11 - Brainerd, MN 56401

Web Site: [www.mississippiheadwaters.org](http://www.mississippiheadwaters.org)

1/12/2016

Governor Mark Dayton  
Office of the Governor  
130 State Capitol  
75 Rev. Dr. Martin Luther King Jr. Drive  
St. Paul, MN 55155

Governor Dayton;

The Mississippi Headwaters Board is an eight county Joint Powers Board formed in 1980 by the Minnesota Legislature in response to the Federal Governments attempt to include the Mississippi Headwaters in the National Wild and Scenic River System. The Legislature and the eight counties agreed that local control of the Headwaters was essential and formed the Headwaters Board utilizing state funding and the eight counties resources to manage the first 400 miles of the river. Since 1980 the Headwaters Board has worked diligently and successfully to protect the headwaters region to the benefit of all Minnesotans. The protections enacted by the Board have served well to protect the main drinking water source to the Twin Cities area. We have preserved the Headwaters to the extent that it has become a major international tourism destination, economically benefiting the state and region simultaneously. Each year thousands of tourists visit the region specifically to view the “Father of Water.” Our stewardship efforts have allowed for responsible development within the region under strict controls provided in the Mississippi Headwaters Ordinance. Recreational opportunities continue to abound for canoeists, hikers, fishing, camping, and any other activities which center on unending natural beauty.

Original biennial funding by the state was established at \$260,000. The funding was successful in developing the Headwaters Board and protecting the 400 mile corridor along with the tireless efforts of the eight counties. Our biennial funding has dwindled to \$124,000 threatening the Headwaters Boards existence and the protections that have been established.

We are asking that our budget be restored to the original amount of \$260,000. Without that level of funding our critical mission of protecting the Headwaters and the benefits of such protections to all Minnesotans will be compromised. That level of funding amounts to \$650 per mile of river, a bargain for all Minnesotans.

We stand ready to meet with you or your staff and any agency personnel necessary to review our past accomplishments and future stewardship plans for this very unique national treasure.

Sincerely Yours;

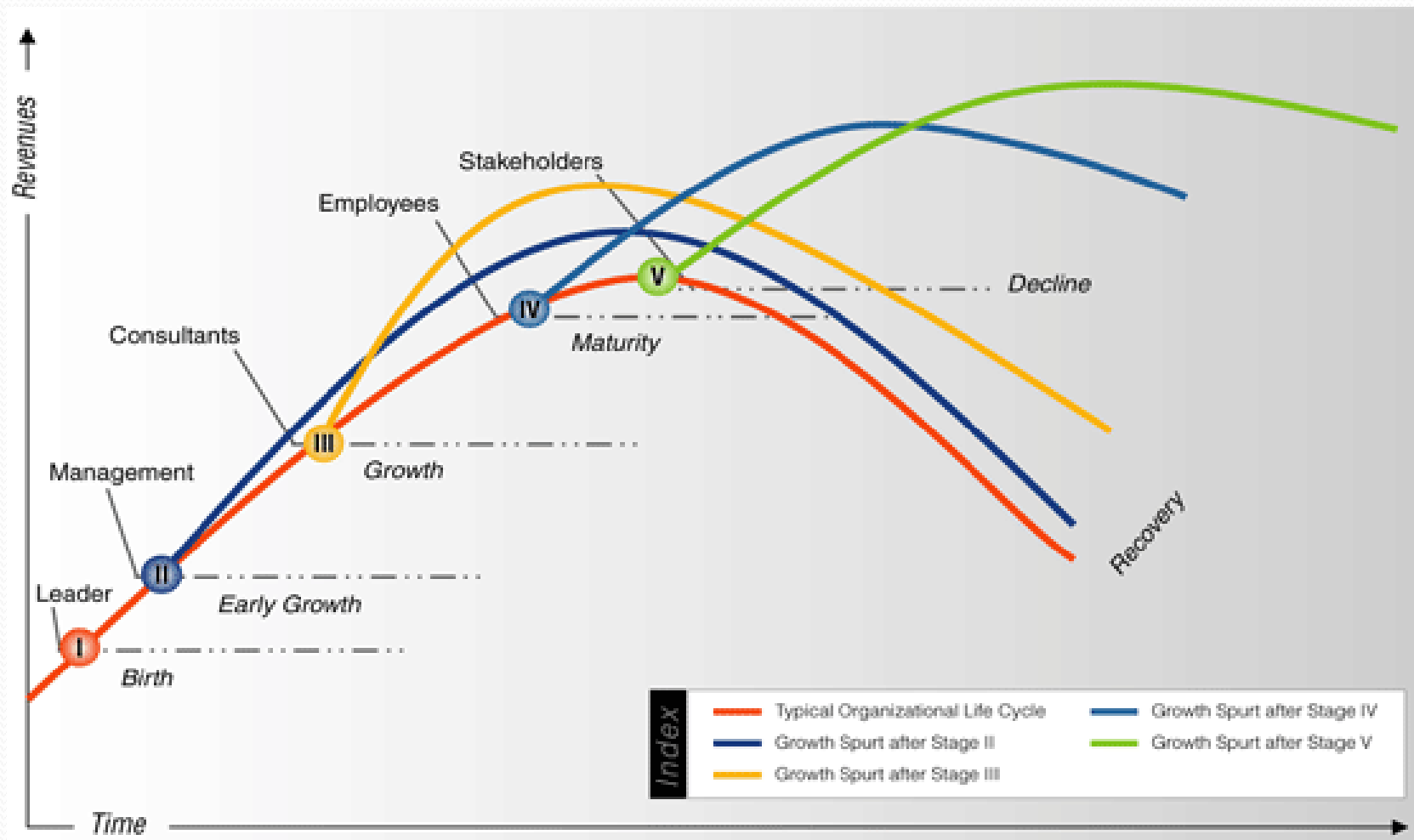
Kevin Maurer  
Chairman  
Mississippi Headwater Board

cc: Tom Landwehr, DNR  
Jim Schowalter, MMB  
John Jaschke, BWSR

# Program Planning

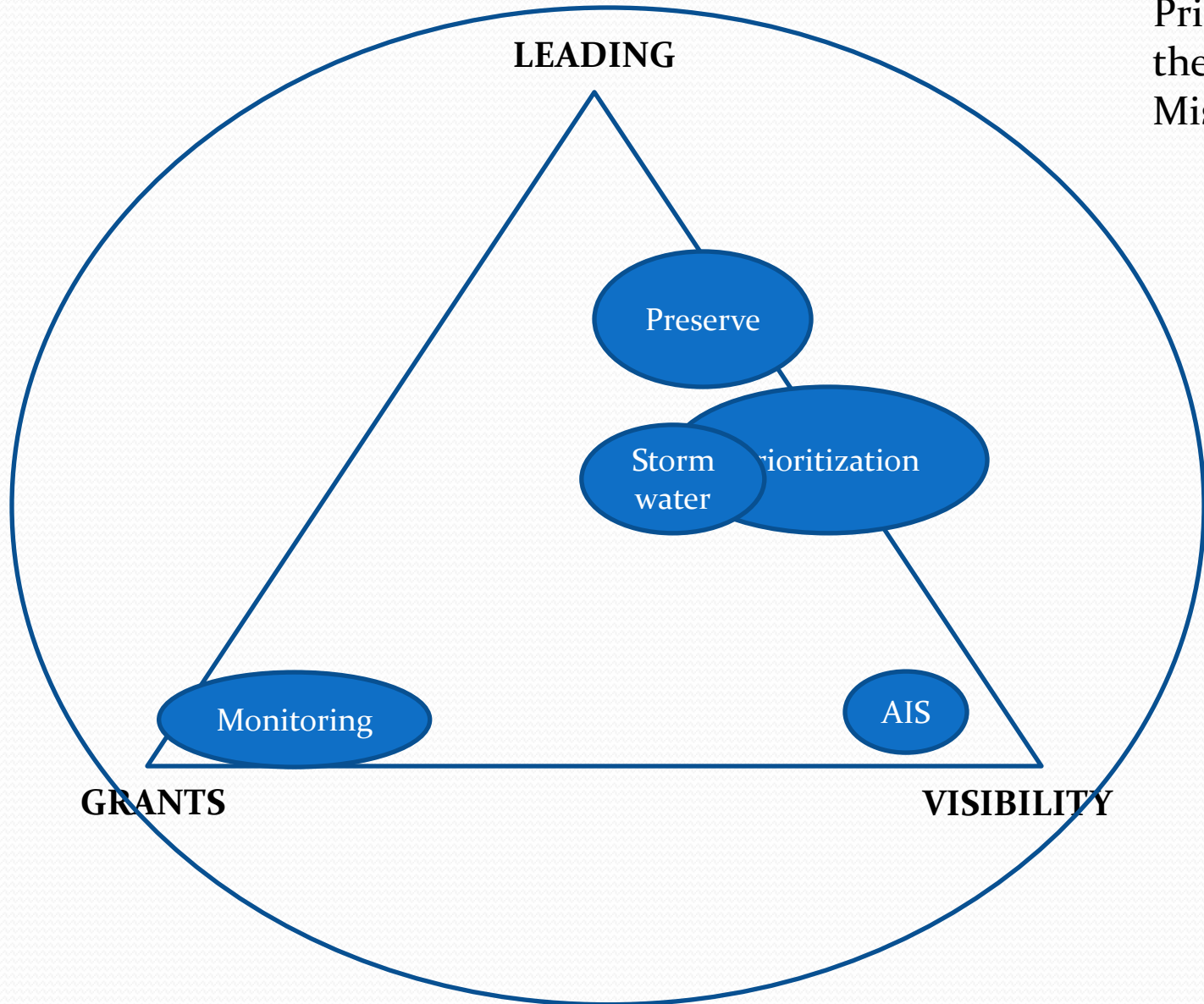
2013 - 2015

# Organizational Lifecycle



# Current Direction

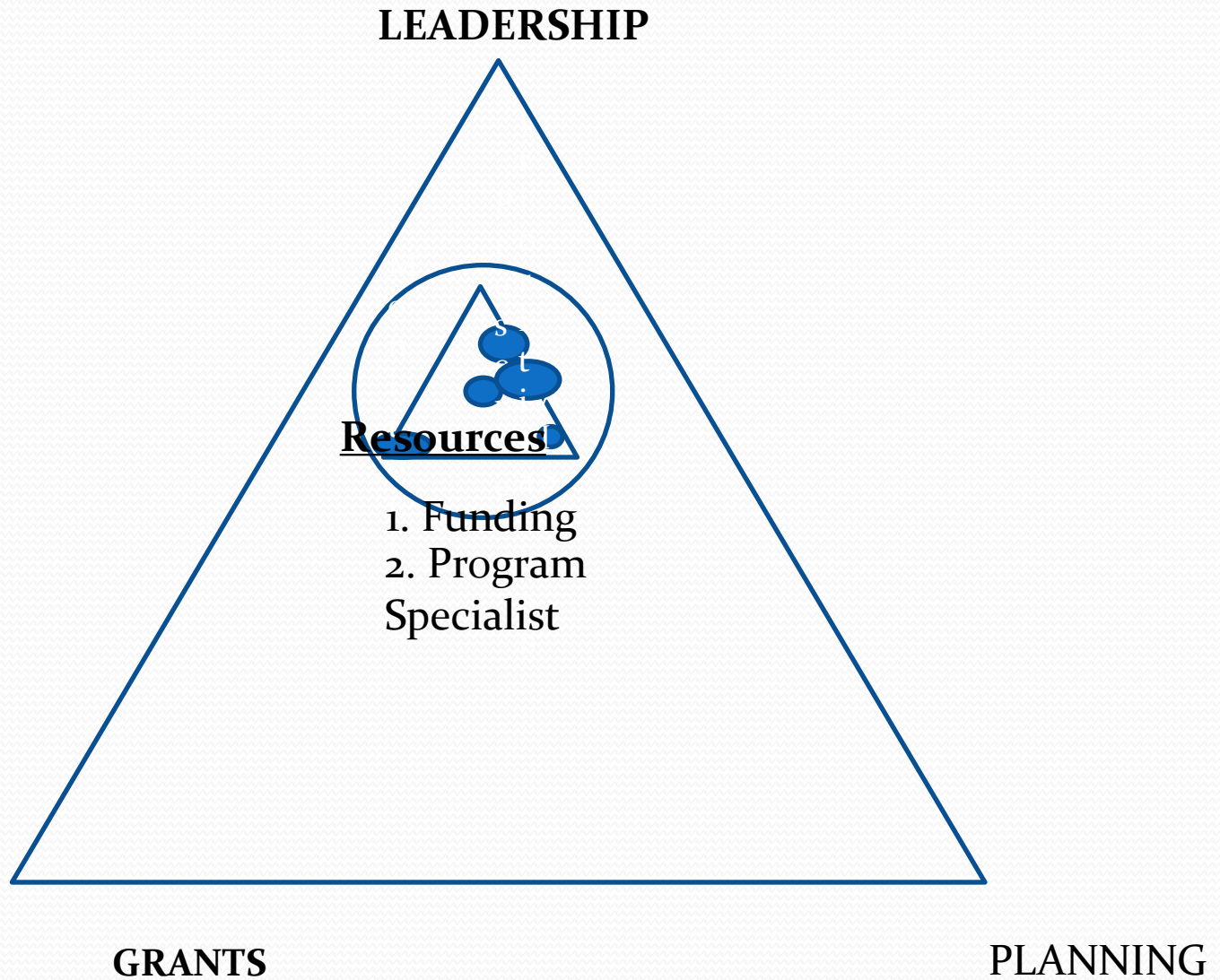
Prioritizing  
the  
Mississippi



# Program Planning

2016 - 2020

# Next Direction



# Program Snapshot

- Natural-
  - LSOHC, CWL, AIS, Enbridge?
- Scientific-
  - MPCA water monitoring, RiverWatch?
- Recreational-
  - Brainerd Mississippi Riverfront, Enbridge?, Great River Road Ambassador program
- Cultural-
  - ?
- Historical-
  - ?