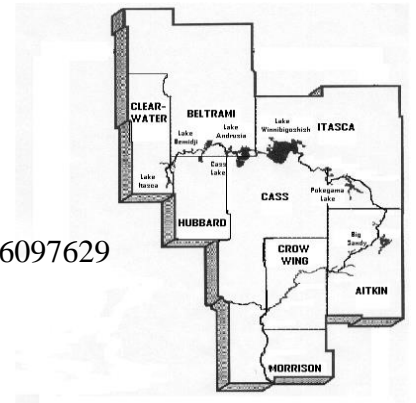




**Mississippi Headwaters Board  
Meeting Agenda  
Cass Land Services Building  
218 Washburn Ave  
Backus, MN**



Webconference: <https://hello.freeconference.com/conf/call/6097629>

**July 24, 2020  
9:00 am**

**9:00 AM**

- **Call to Order/Pledge of Allegiance**

**9:05 AM Approve/Amend**

- Agenda
- Consent Agenda – June '20 Minutes & Expenses

**Planning and Zoning (Actions)**

- Cass Variance- James Steve

**Action / Discussion Items:**

- Kim Berns-Melhus- The Conservation Fund Potlatch Land Purchase
- Open Meeting Law and future meetings.
- 2020 Canoe Day
- Letter of Support- Route 2 Elsewhere
- Executive Director's Report

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

**Meeting Adjourned - Thank you**

**Mtgs: August 28, '20, 9:00 AM – video conference**

## **Attachment 1 & 2**

Draft Minutes

Monthly Expenses

Mississippi Headwaters Board

June 26, 2020

Aitkin County Building

Webconference: <https://hello.freeconference.com/conf/call/6097629>

Aitkin, MN 56431

MEETING

MINUTES

Members present by Role Call: Dean Newland (Clearwater), Craig Gaasvig (Beltrami), Ted Van Kempen (Hubbard), Anne Marcotte (Aitkin) Steve Barrows (Crow Wing), Mike Wilson (Morrison), Davin Tinquist (Itasca), and Tim Terrill (Executive Director).

Others Present: Dean Swenson (Itasca ESD), Brent Rud (Beltrami ESD), Wayne Coulthart, Amanda Wright, Steve Hughes (Aitkin SWCD)

Pledge of Allegiance

Vice Chair Anne Marcotte asked if there were any additions to the agenda and Tim Terrill stated that he would like to add Aitkin SWCD and Potlach land divestment as agenda items under the Action/Discussion section.

**M/S (Gaasvig/Wilson) to approve of the amended agenda. Role Call taken. Motion Carried Unanimously.**

**M/S (Barrows/Newland) to approve of the Consent agenda. Role Call taken. Motion Carried Unanimously.**

**Planning and Zoning**

1. Itasca- Garret and Amanda Wright Variance. Dan Swenson presented the variance noting that the current septic system on the property is non-compliant and would not meet the recommended setbacks from the Miss. River and the road. A new design would consist of a 94' distance to the Ordinary High Water Mark in which the MHB setback should be 125 feet. **M/S (Gaasvig/VanKempen) to approve of the Variance. Role Call taken. Motion Carried Unanimously.**
2. Beltrami- Wayne Coulthart Variance- Wayne Coulthart is requesting a new addition structure on the Southeast corner of the cabin which will be 39' from the Ordinary High Water Mark. Brent Rud stated that the Beltrami Board of Adjustment approved of the variance noting that all the property slopes away from Cass lake. Commissioner Gaasvig said that the Coulthart's worked with planning and zoning to find an agreeable situation that benefited the environment and their needs. **M/S (Gaasvig/VanKempen) to approve of the Consent agenda. Role Call taken. Motion Carried Unanimously.**

**Action/Discussion:**

1. Aitkin SWCD- Steve Hughes presented the board with some current happenings at the Aitkin SWCD. One is that it was discovered through the Watershed Restoration and Protection Strategies (WRAPS) document that fish passage and connectivity between road culverts was lacking in different watersheds. Steve said that he received funding to GPS all the road culverts in Aitkin to determine inlet and outlet elevations. This will be used to study connectivity between watersheds and also as a benchmark for future road culvert replacements. Steve also noted that they are starting a gravel pit

certification program to certify privately owned gravel pits as being invasive species free. The program identified 55 gravel pits and the SWCD is working with 27 now for certification. This funding was received from the MN Dept. of Agriculture. This will help stop the spread of terrestrial invasive species weeds from traveling from one site to another.

2. Potlatch Land Divestment- Tim stated that many years ago the Potlatch corporation started divesting of their land holdings and the future of that land base remained uncertain. Tim said that he recently read a press release stating that The Conservation Fund is in the process of buying 72,000 acres by the end of 2020. Tim stated that in his opinion The Conservation Fund would work with counties and the DNR to sell and trade parcels for county and state ownership. He said that Land Commissioners are aware of this buy and that county boards should be learning more about this in 2021. Tim asked if there were any thoughts on the matter and Comm. VanKempen acknowledged the opportunity but would be interested in finding out how that affects the county tax base. Tim stated that in the past, non-profits still had to pay property tax on all the parcels acquisitioned, but was unsure at this time how everything would shake out.
3. Executive Directors Report
  - a. Tim informed the board that the Miss. River signage is completed for 3 stretches of the Miss. River in Morrison, Crow Wing, and Aitkin Counties, and that he is delivering it to them.
  - b. Tim said that he has received his new laptop and it is working well with video conferencing and working from home.
  - c. Tim informed the board that the special legislative session did not include discussion about LCCMR funding, so he is planning on implementing plan B in which he applied for 2021 funding.
  - d. A meeting was held between Tim and Chippewa National Forest (CNF) recreational director to discuss recreational signage in Cass county. Tim said that the CNF will not sign any maintenance agreement, so they would need another entity to sign it before they allowed placement of recreational signage on their access. Tim will be working on that over the next few years.
  - e. Tim said that he received a call from Karen of MN Bound about paying for messages to be placed on their social media or radio program to help spread our message. Tim said that due to MN Traditions social media being a widely used medium, he proposed that the two organizations work together and look at a strategic way to increase both organizations followers rather than separately. Karen brought that before her board and while they contemplated the idea, they chose this year to pursue funding over strategic positioning.
  - f. Tim explained that he is getting a new office phone because a storm in Brainerd shorted out the phone in his office. He chose the cheaper of the two phones because he uses his cell phone to call people rather than the office phone.

County or Legislative Updates- Comm. VanKempen told the board that last month his county sent a resolution to the Governor to release CARES money to the counties. Comm. Gaasvig said that Beltrami county license bureau was receiving people from all over MN to renew their license because it remained open during the COVID-19 pandemic. He also expressed interest in meeting next month in person. Tim stated that this month there was a previously scheduled meeting in the Backus land dept. so we could not hold the meeting there, but stated that he will work on this to get an in-person meeting for next month. Comm. Marcotte read a newspaper clipping about how zebra mussels were found in 26 lakes in Itasca county and questioned whether or not inspectors are the best use of funds.

Comm. Marcotte adjourned the meeting due to completion of agenda items.

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Chair Neal Gaalswyk

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Executive Director Tim Terrill

## June Budget Summary

		YTD spending/rei mbursement	Projected Budget	% of budget spent	
<b>Revenues:</b>	<b>Monthly Amount</b>				<b>Explanation</b>
Governor's DNR grant (53290)			\$124,000.00	0.00%	non competitive quarterly reimbursement
LSOHC grant (53290)			\$7,000.00	0.00%	\$410.80- revenue correction, \$1,861.85- Invoice #5 reimburseme
Guidebook sales (58400)			\$200.00	0.00%	reimbursement for Guidebook sales
Enbridge program (58300)	\$1,532.48		\$3,000.00	0.00%	estimate \$3K in MHB reimbursement for signage project
Miscell. Other revenue (58300)			\$2,000.00	0.00%	
MCIT Dividend (58300)			\$424.00	0.00%	MCIT refund
County Support (52990)			\$12,000.00	0.00%	non competitive annual reimbursement
BWSR Grant Stormwater (53090)			\$1,000.00	0.00%	competitive reimbursement
<b>Total</b>	<b>\$1,532.48</b>	<b>\$0.00</b>	<b>\$25,624.00</b>		*
<b>Expenses:</b>	<b>Monthly Amount</b>				<b>Explanation</b>
Salaries/Benefits FICA/Med/PERA/LIFE/LTD/Hlth/ WC(61000)	\$7,833.33		\$101,801.00	0.00%	reimbursed by Gov. DNR grant
MCIT insurance/work comp/liability (61500)			\$2,216.00	0.00%	reimbursed by Gov. DNR grant
MHB board Per Diem (62680)	\$300.00		\$2,700.00	0.00%	reimbursed by Gov. DNR grant
Hotel/Meals/travel exp. (63340)			\$300.00	0.00%	reimbursed by Gov. DNR grant
Commissioner Mileage (62720)	\$46.00		\$2,900.00	0.00%	reimbursed by Gov. DNR grant
Employee Mileage (63320)			\$4,400.00	0.00%	reimbursed by Gov. DNR grant
Professional Services (62990)	\$10,525.00		\$8,175.00	0.00%	\$525 CW account. Services, \$10,000- Itasca Stormwater project
Office supplies/operations (64090)	\$84.93		\$1,400.00	0.00%	\$24.99- Free conferenc call services, \$57.14- telephone, \$2.80- Guidebook mailing
Training & Registration Fees (63380)			\$400.00	0.00%	reimbursed by Gov. DNR grant-
<b>Total</b>	<b>\$18,789.26</b>		<b>\$124,292.00</b>		

Governor's DNR grant is always \$124K every year

LSOHC grant is around \$6K to \$8K every year

\*The total under revenue does not reflect the \$124K because it is a non-competitive grant, and it doesn't always fall in the fiscal year.

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KorieB

Crow Wing County  
ACCOUNT DETAIL HISTORY FOR 2020 06 TO 2020 06

P 1  
glacthst

ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
74	10001	Cash & Pooled Investments							
					SOY BALANCE			335,865.06	
					PER 01		-6,288.61	329,576.45	
					PER 02		57,758.77	387,335.22	
					PER 03		16,228.64	403,563.86	
					PER 04		-81,347.40	322,216.46	
					PER 05		33,024.65	355,241.11	
20/06	213 06/02/20	APP C0602					-1,738.99	353,502.12	
	c060220								
20/06	275 06/05/20	PRJ					-3,927.64	349,574.48	
20/06	792 06/16/20	APP A0616					-10,000.00	339,574.48	
	A061620								
20/06	909 06/19/20	PRJ					-3,960.69	335,613.79	
20/06	1184 06/23/20	APP FC0623					-2.14	335,611.65	
	C062320								
20/06	1264 06/17/20	GNI					-27.79	335,583.86	
	EFT	SYSTEM GENERATED DUE TO LINE							
20/06	1576 06/30/20	APP A0630					-346.00	335,237.86	
	A063020								
20/06	1894 06/30/20	GEN					-525.00	334,712.86	
	RECURRING	DUE TO / DUE FROM							
	LEDGER BALANCES	---	DEBITS:	107,012.06	CREDITS:	-108,164.26	NET:	-1,152.20	
74	20050	Vouchers Payable							
					SOY BALANCE			.00	
					PER 05		-1,738.99	-1,738.99	
20/06	213 06/02/20	APP C0602					1,738.99	.00	
	c060220	AP CASH DISBURSEMENTS JOURNAL							
20/06	782 06/16/20	API B 4766					-10,000.00	-10,000.00	
	W A061620								
20/06	792 06/16/20	APP A0616					10,000.00	.00	
	A061620	AP CASH DISBURSEMENTS JOURNAL							
20/06	895 06/23/20	API B 4775					-2.14	-2.14	
	W C062320								
20/06	1184 06/23/20	APP FC0623					2.14	.00	
	C062320	AP CASH DISBURSEMENTS JOURNAL							

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Crow Wing County  
ACCOUNT DETAIL HISTORY FOR 2020 06 TO 2020 06

P 2  
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ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
20/06	1574 06/30/20	API B	4807				-346.00	-346.00	
	W A063020								
20/06	1576 06/30/20	APP A0630					346.00	.00	
	A063020 AP CASH DISBURSEMENTS JOURNAL								
	LEDGER BALANCES --- DEBITS:		12,087.13		CREDITS:	-12,087.13	NET:	.00	
74	38200	Encumbrances							
					SOY BALANCE			.00	
					PER 04		1,738.99	1,738.99	
					PER 05		-1,738.99	.00	
20/06	626 06/30/20	POE					138.00	138.00	
	PO ENTRY								
	LEDGER BALANCES --- DEBITS:		1,876.99		CREDITS:	-1,738.99	NET:	138.00	
74	38400	Expenditures							
					SOY BALANCE			.00	
					PER 01		18,408.61	18,408.61	
					PER 02		12,935.40	31,344.01	
					PER 03		10,662.86	42,006.87	
					PER 04		90,785.74	132,792.61	
					PER 05		11,339.06	144,131.67	
20/06	275 06/05/20	PRJ PR0605	1200605	1200605			3,927.64	148,059.31	
	PAY060520 WARRANT=200605 RUN=1 BI-WEEKL								
20/06	782 06/16/20	API B	4766				10,000.00	158,059.31	
	W A061620								
20/06	895 06/23/20	API B	4775				2.14	158,061.45	
	W C062320								
20/06	909 06/19/20	PRJ PR0619	1200619	1200619			3,960.69	162,022.14	
	PAY061920 WARRANT=200619 RUN=1 BI-WEEKL								
20/06	1264 06/17/20	GNI					27.79	162,049.93	
	EFT								
20/06	1574 06/30/20	API B	4807				346.00	162,395.93	
	W A063020								
20/06	1894 06/30/20	GEN					525.00	162,920.93	
	RECURRING								
	LEDGER BALANCES --- DEBITS:		162,920.93		CREDITS:	.00	NET:	162,920.93	



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Crow Wing County  
ACCOUNT DETAIL HISTORY FOR 2020 06 TO 2020 06

P 3  
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ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
74	38700	Budgetary Resv for Enc							
							SOY BALANCE	.00	
							PER 04	-1,738.99	-1,738.99
							PER 05	1,738.99	.00
20/06	626 06/30/20	POE					-138.00	-138.00	
	PO ENTRY								
	LEDGER BALANCES --- DEBITS:			1,738.99	CREDITS:		-1,876.99	NET:	-138.00
74830	61000	Salaries & Wages - Regular							
							REVISED BUDGET		.00
							PER 01	7,949.42	7,949.42
							PER 02	5,362.08	13,311.50
							PER 03	5,362.08	18,673.58
							PER 04	5,362.08	24,035.66
							PER 05	5,362.08	29,397.74
20/06	275 06/05/20	PRJ PR0605	1200605	1200605			2,681.04	32,078.78	
	PAY060520 WARRANT=200605 RUN=1 BI-WEEKL								
20/06	909 06/19/20	PRJ PR0619	1200619	1200619	1200		2,681.04	34,759.82	
	PAY061920 WARRANT=200619 RUN=1 BI-WEEKL								
	LEDGER BALANCES --- DEBITS:			34,759.82	CREDITS:		.00	NET:	34,759.82
74830	61200	Active Insurance							
							REVISED BUDGET		.00
							PER 01	1,698.61	1,698.61
							PER 02	1,698.61	3,397.22
							PER 03	1,698.61	5,095.83
							PER 04	1,698.61	6,794.44
							PER 05	1,698.61	8,493.05
20/06	275 06/05/20	PRJ PR0605	1200605	1200605			860.28	9,353.33	
	PAY060520 WARRANT=200605 RUN=1 BI-WEEKL								
20/06	909 06/19/20	PRJ PR0619	1200619	1200619	1200		838.33	10,191.66	
	PAY061920 WARRANT=200619 RUN=1 BI-WEEKL								
	LEDGER BALANCES --- DEBITS:			10,191.66	CREDITS:		.00	NET:	10,191.66

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Crow Wing County  
ACCOUNT DETAIL HISTORY FOR 2020 06 TO 2020 06

P 4  
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ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE	
74830	61300	Employee Pension & FICA								
									REVISED BUDGET .00	
					PER 01		1,164.63	1,164.63		
					PER 02		772.64	1,937.27		
					PER 03		772.64	2,709.91		
					PER 04		772.65	3,482.56		
					PER 05		780.30	4,262.86		
20/06	275 06/05/20	PRJ PR0605	1200605	1200605			386.32	4,649.18		
	PAY060520 WARRANT=200605 RUN=1 BI-WEEKL									
20/06	909 06/19/20	PRJ PR0619	1200619	1200619	1200		386.32	5,035.50		
	PAY061920 WARRANT=200619 RUN=1 BI-WEEKL									
	LEDGER BALANCES --- DEBITS:			5,035.50	CREDITS:		.00	NET:	5,035.50	
74830	62100	Telephone								
									REVISED BUDGET .00	
					PER 01		57.13	57.13		
					PER 02		57.77	114.90		
					PER 03		57.15	172.05		
					PER 04		57.08	229.13		
					PER 05		56.97	286.10		
20/06	895 06/23/20	API 006205		126488		22996	1.92	288.02		
	W C062320 JUNE CTC & 5/20 - 5/20 LD CALL CONSOLIDATED TELECOM									
20/06	895 06/23/20	API 006205		126488		22996	.22	288.24		
	W C062320 JUNE CTC & 5/20 - 5/20 LD CALL CONSOLIDATED TELECOM									
20/06	909 06/19/20	PRJ PR0619	1200619	1200619	1200		55.00	343.24		
	PAY061920 WARRANT=200619 RUN=1 BI-WEEKL									
	LEDGER BALANCES --- DEBITS:			343.24	CREDITS:		.00	NET:	343.24	
74830	62680	Non-Employee Per Diems								
									REVISED BUDGET .00	
					PER 02		200.00	200.00		
					PER 03		250.00	450.00		
					PER 05		550.00	1,000.00		
20/06	1574 06/30/20	API 002534		127195		23130	50.00	1,050.00		
	W A063020 MHB PER DIEM NEWLAND, DEAN									
20/06	1574 06/30/20	API 002809		127197		23166	50.00	1,100.00		
	W A063020 MHB PER DIEM TINQUIST, DAVIN C									
20/06	1574 06/30/20	API 100532		127198		1924384	50.00	1,150.00		
	W A063020 MIKE WILSON MHB PER DIEM MORRISON COUNTY AUDI									



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Crow Wing County  
ACCOUNT DETAIL HISTORY FOR 2020 06 TO 2020 06

P 6  
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ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
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LEDGER BALANCES --- DEBITS:					2,124.29			CREDITS: .00	NET: 2,124.29	
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GRAND TOTAL --- DEBITS:					444,733.36			CREDITS: -123,867.37	NET: 320,865.99	
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44 Records printed

\*\* END OF REPORT - Generated by Korie Bedard \*\*

# **Planning and Zoning**

**Cass Variance- James Steve**

Variance Application Permit

Parcel ID # 75-445-0090
Applicants Name James Steve
Applicant is: Owner: X Agent
Property Owner: Ted's up North Properties
Mailing Address: 32693 Ironwood Dr.
City, State, Zip: St. Joseph, MN 56374
Day Time Phone: (320) 980-7129
Township: UNorganized
Section 146 Twp: 29 Rg:
E-911 Address: 954 River Dr. NW Bend, MN
Lake, River, Stream MISSISSIPPI RIVER
Classification: Non-comm. Seasonal Recreational
Legal Description: Lot 9
Teds subdivision
Property Owners Signature Date 5-28-20

Applicants Signature (if different than Owner)

Office Use Only
RECEIVED DB
Date MAY 29 2020
Total Fees Paid: 496.00 6/3/20
Check # 5380 Receipt: 234418
Date Field Inspected:
Applicant assisted by:
Applicant & MN/DNR notified:
Filing Acknowledgement by:
See 2020-146-29-1

UNORGANIZED
VP20-146-29-1

Date of hear

This Variance Application is hereby
Approved: Denied:

By the Cass County BOA / PAC

Date:

By:

Property Information:

Teds Subdivision
Property Became Lot of Record 1949
Lot Width: 65' Road 71.47' River
Lot Depth: Left 190' Right 220'
Water Frontage: 71.47'
Total Acres: .31
ROW Setback 125' Lake Setback 45'
Property Line Setback Front 10'
Back 3'6"
Building Height: 21'9 1/2"

Thomas & James

Previous Owner: Steve
Year Sold: 2-18-2008
Year ISTS installed: 8-9-2009
Date of Last Inspection: 8-9-2009
Section of Ordinance: 1126.1
Requested Use: Garage
Setback from Mississippi River
Property Line Setback

EMAIL: jdsteve@midco.net
PLEASE PRINT

CASS COUNTY MINNESOTA  
PO BOX 3000  
WALKER, MN 56484

Payer Number: Transaction Number: 25338  
Name: STEVE, JAMES Cashier: dawnbrcp  
Address: 32693 IRONWOOD DR Department: ENVIRONMENTAL SERVICES  
ST JOSEPH, MN 56374 Drawer Number: 801

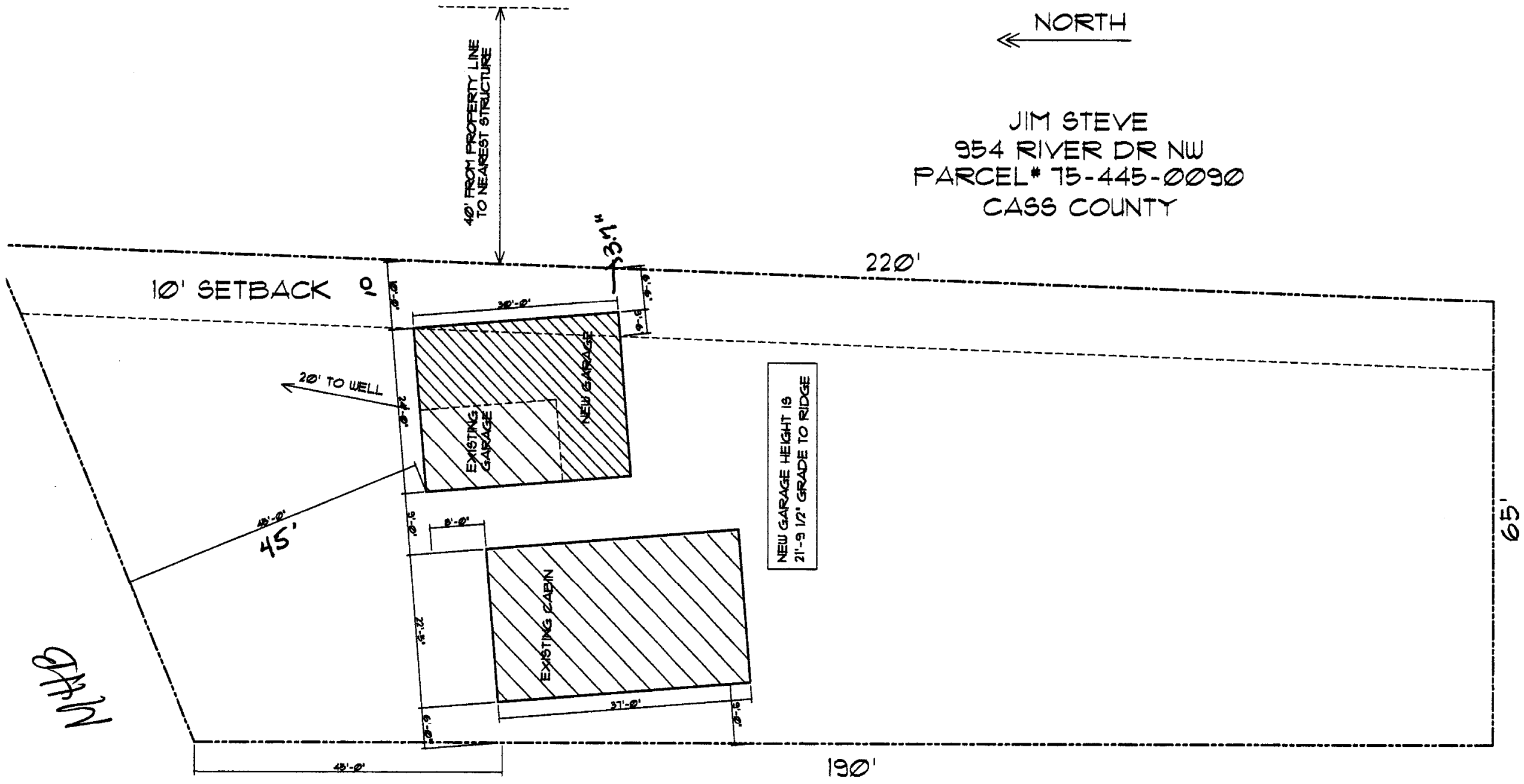
06/03/2020

Receipt Types	Amount	Tax	Total
MISC			\$640.00
	VARIANCE, RESIDENTIAL PERMIT	Rec#:234418	
01-801-000-0000-5553	CLOSER BLUFF SETBACK	\$450.00	
01-801-000-0000-2270	VAR REC FEE	\$46.00	
01-801-000-0000-5544	24' X 30' GARAGE /STORAGE BLDG	\$144.00	
		Tax Included	\$640.00
	5380		\$640.00
		Check Total:	\$640.00
		Cash:	
		ACH Payment:	
		Credit Card:	
		No Fee:	\$640.00
		Change:	\$0.00
			<u>\$640.00</u>

Thank you!

← NORTH

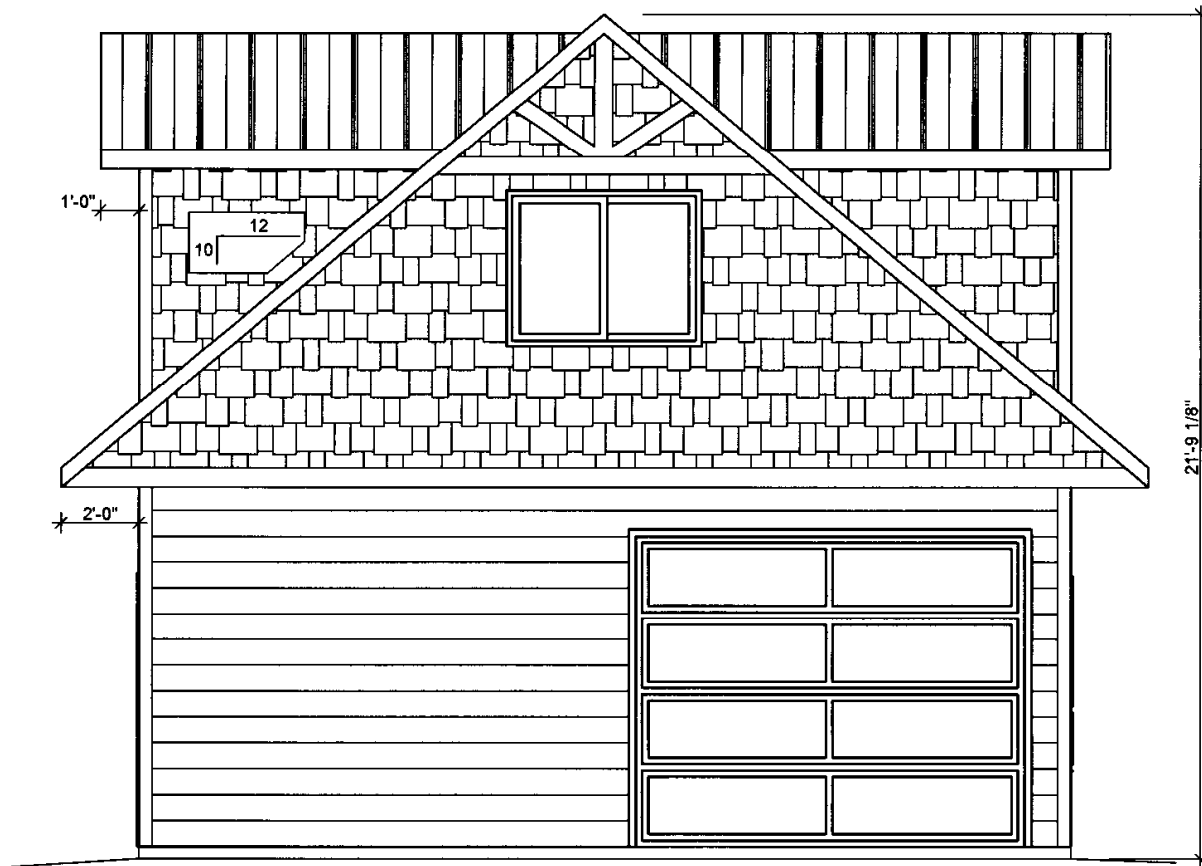
JIM STEVE  
954 RIVER DR NW  
PARCEL # 15-445-0090  
CASS COUNTY



① SITE PLAN  
SCALE: 1" = 10'-0"

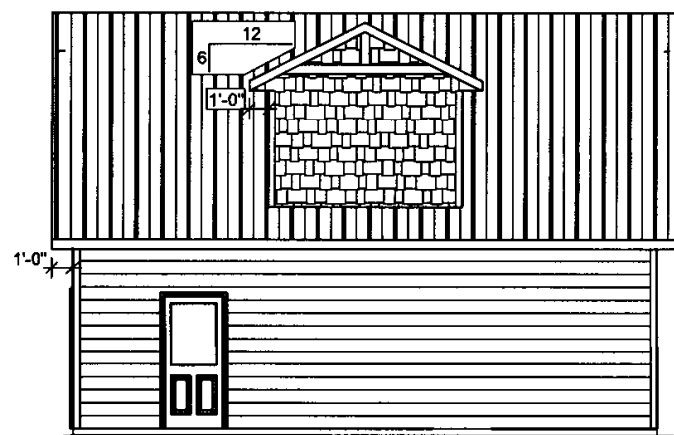
*James*  
02/28/25





**ROAD SIDE / FRONT ELEVATION**

SCALE : 1/8" = 1'-0"

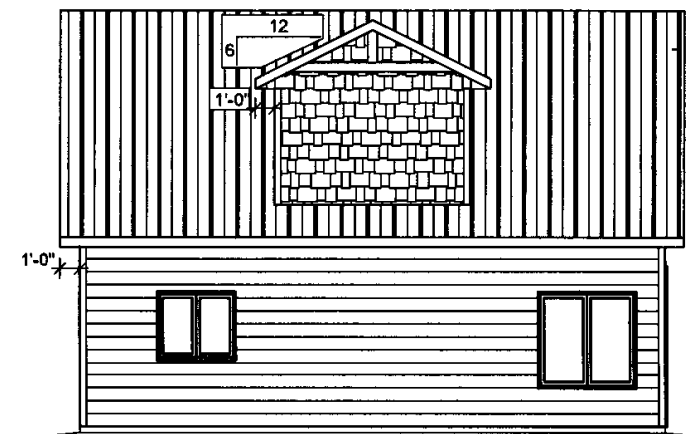


**LEFT ELEVATION**

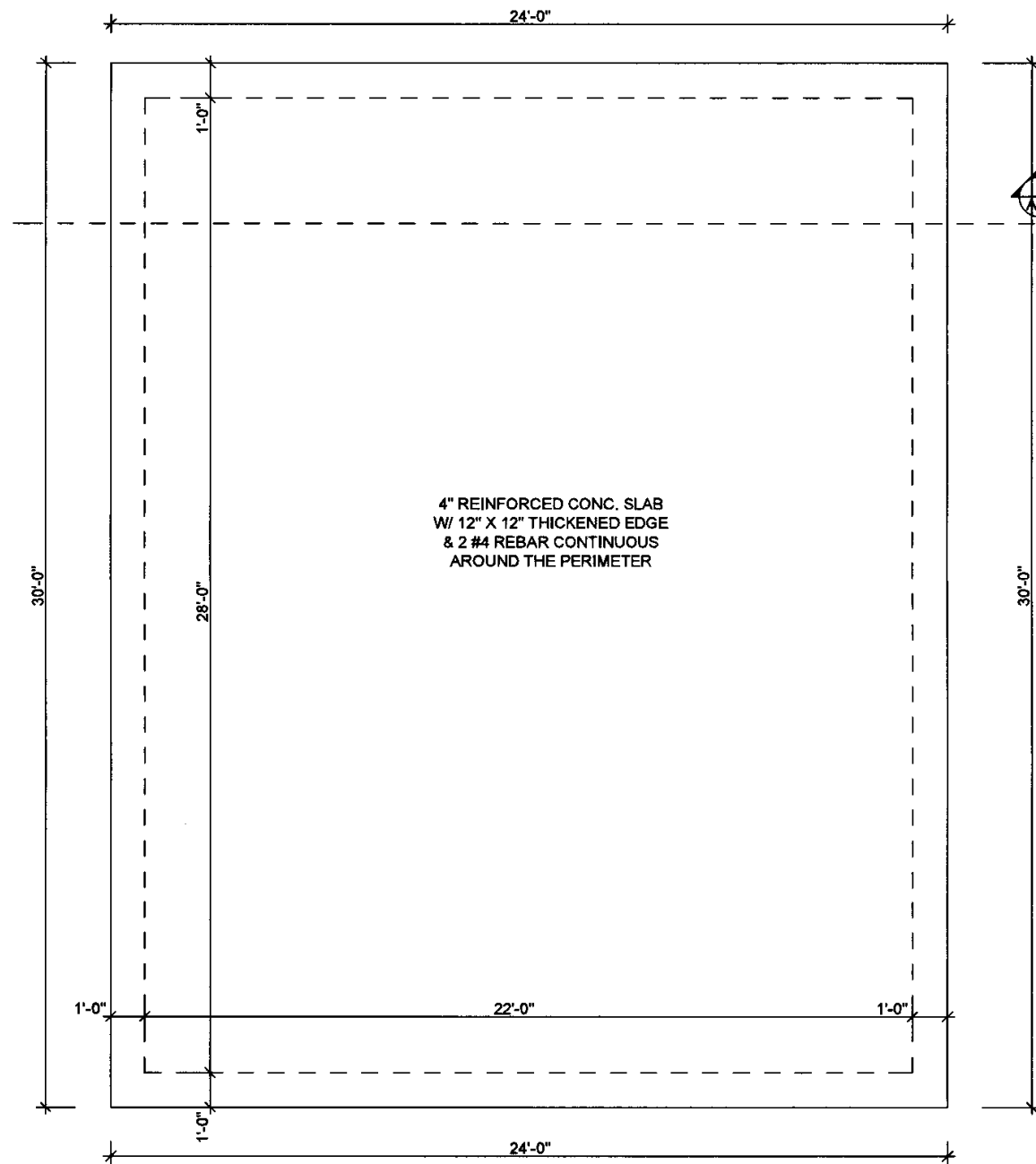


**LAKE SIDE / REAR ELEVATION**

SCALE : 1/8" = 1'-0"

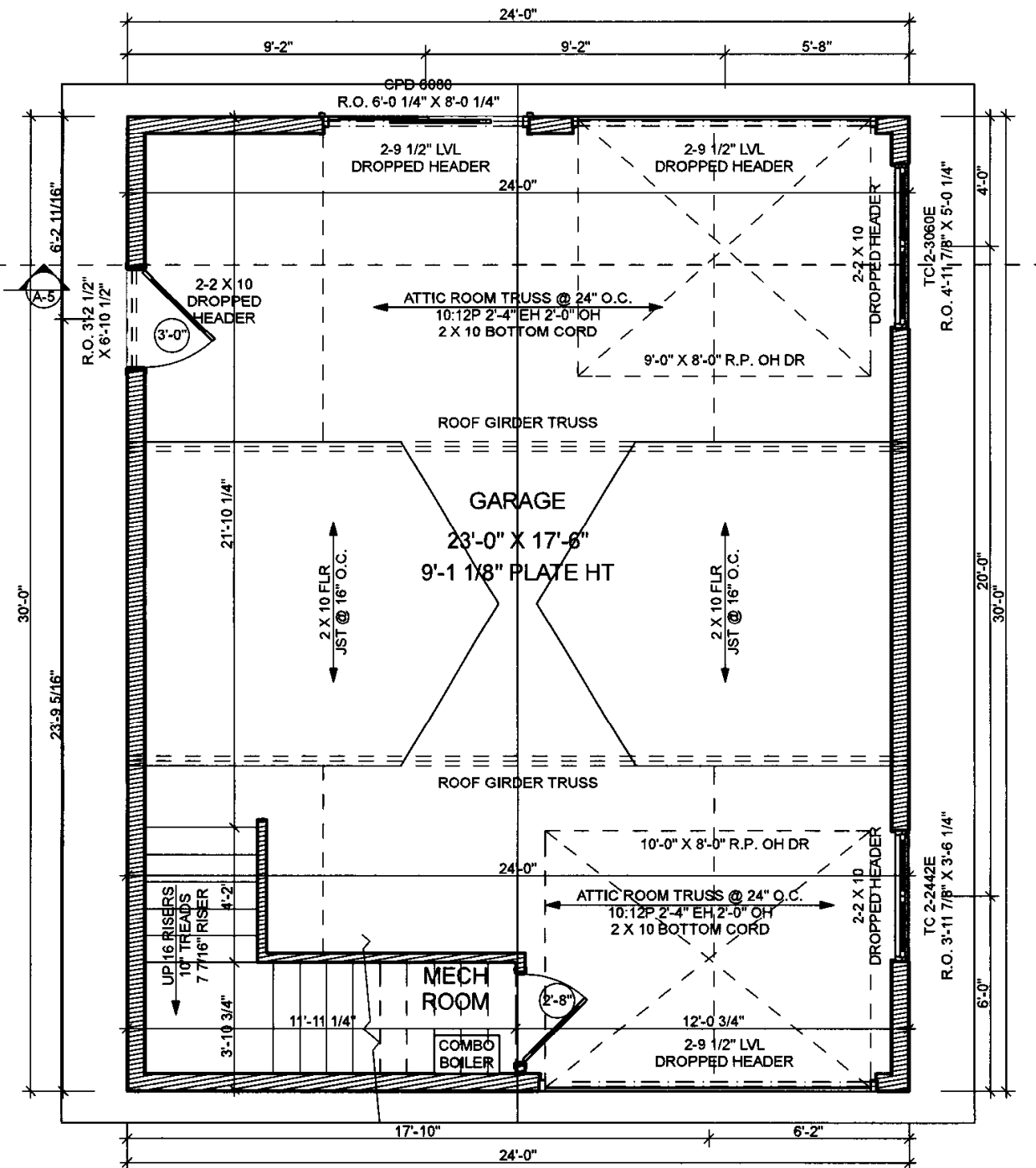


**RIGHT ELEVATION**



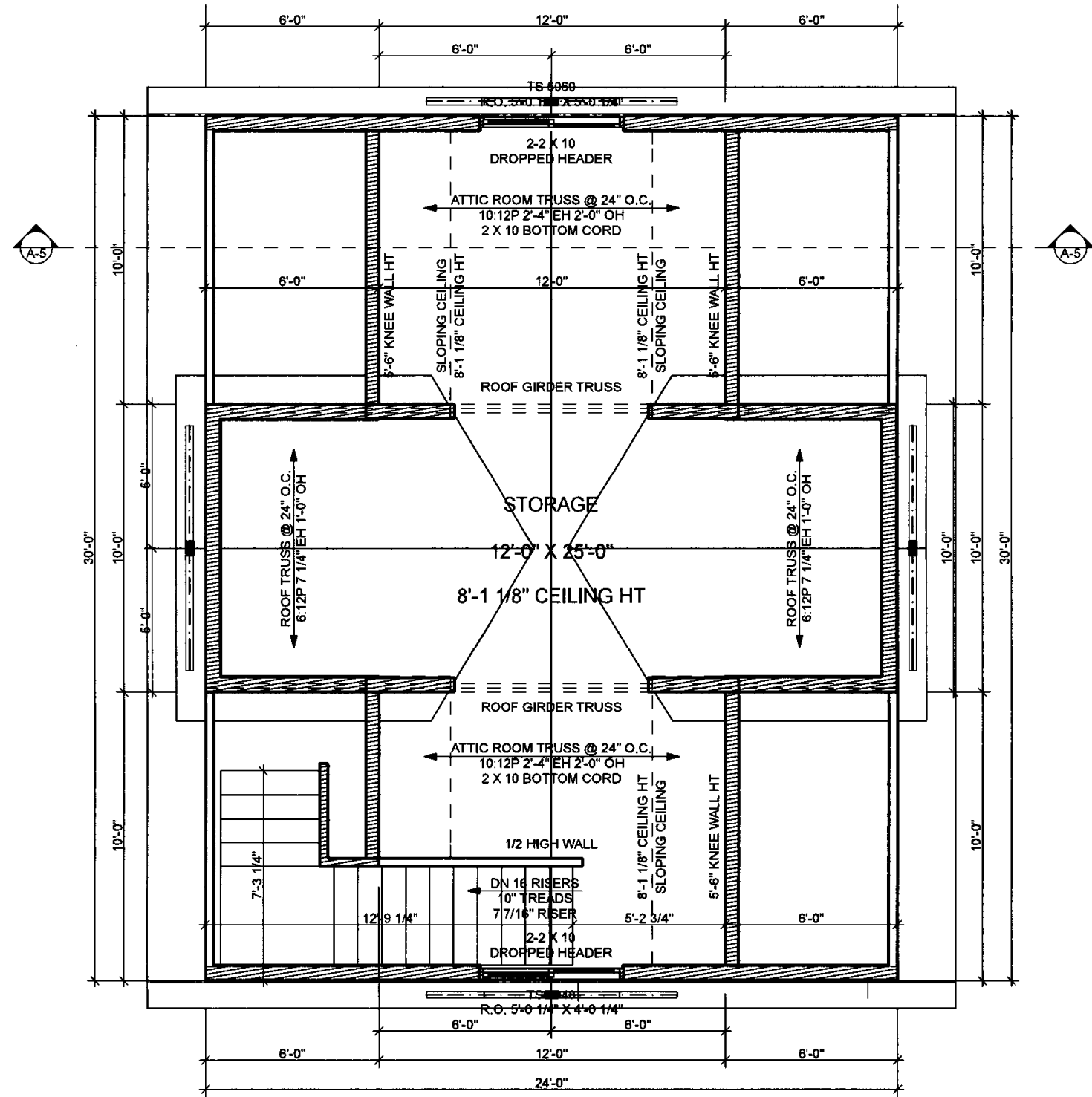
**FTG / FOUNDATION PLAN**

SCALE : 1/4" = 1'-0"

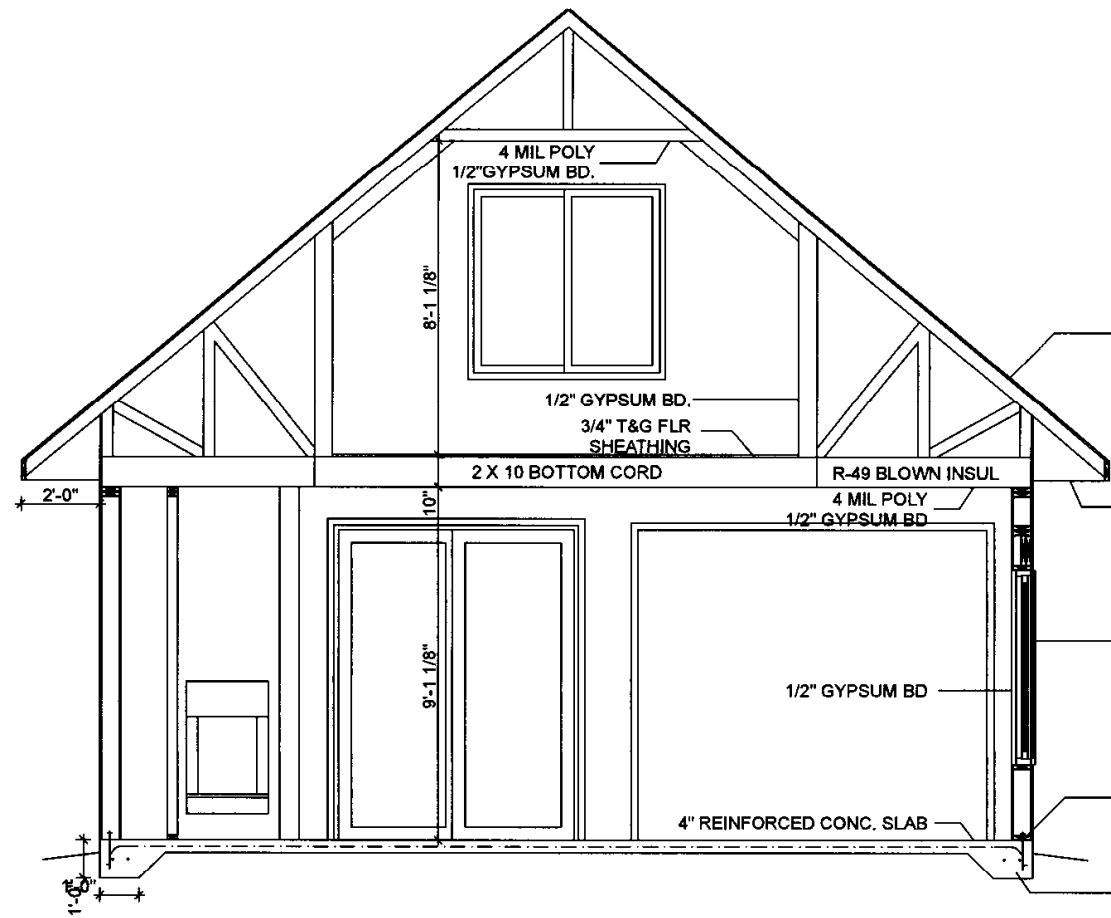


**MAIN FLOOR PLAN**

SCALE : 1/4" = 1'-0" 720 SQ FT



SECOND FLOOR PLAN



ROOF VENTS AS PER CODE  
 SHINGLES PER CUST SPECS  
 15# FELT W/ ICE & WATER SHIELD  
 PROTECTION AS PER CODE  
 ROOF SHEATHING  
 ROOF TRUSS @ 24" O.C.  
 R-49 BLOWN INSUL  
 PROPER VENTS W/ WIND WASH

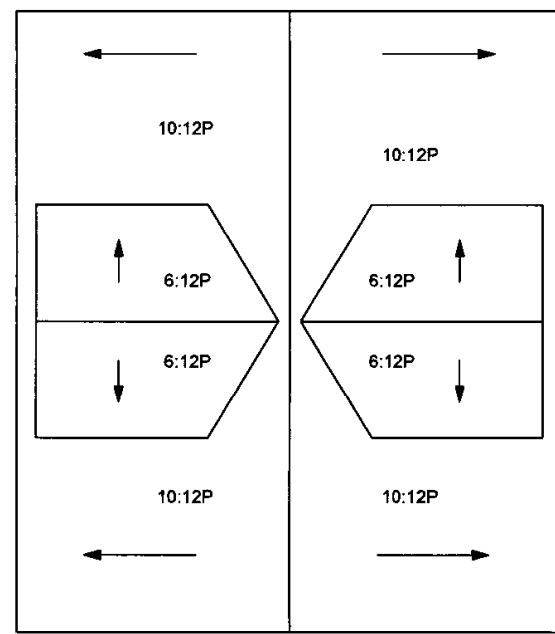
VENTED SOFFIT  
 METAL FASCIA

SIDING  
 HOUSE WRAP  
 WALL SHEATHING  
 2 X 6 STUD @ 16" O.C.  
 R-21 INSUL  
 4 MIL POLY

2 X 6 TRTD SILL PLATE  
 SILL SEALER  
 1/2" DIA ANCHOR  
 BOLTS @ 6'-0" O.C.

12" X 12" THICKENED EDGE  
 & 2 #4 REBAR CONTINUOUS  
 AROUND THE PERIMETER

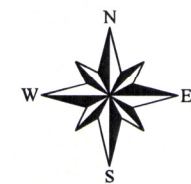
**CROSS SECTION**  
 SCALE : 1/4" = 1'-0"



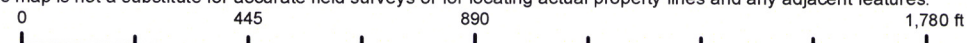
**ROOF LAYOUT**  
 SCALE : 1/8" = 1'-0"



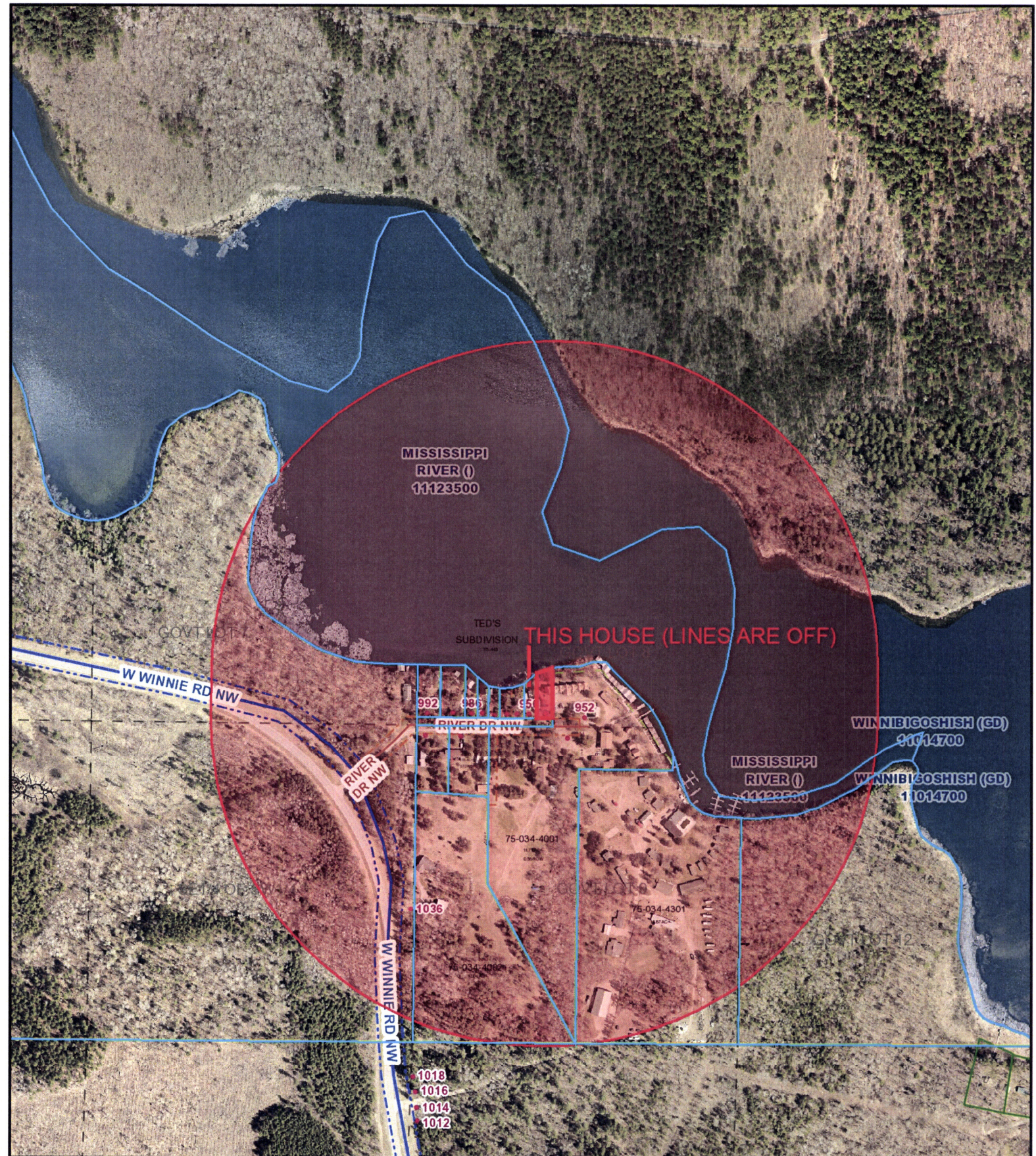
**JAMES STEVE**  
AERIAL  
Cass County, Minnesota



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.  
This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.

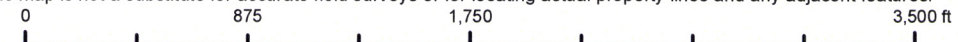


6/18/2020



**JAMES STEVE**  
 BUFFER  
 Cass County, Minnesota

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 This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.



6/18/2020

FirstOfField1	Field2	Field3	Field4	Field5
	STEVENSON, JOSH	CASS COUNTY ADMINISTRA		
	MISSISSIPPI HEADWATERS BOARD	TIM TERRILL	711 LAUREL ST	BRAINERD MN
74-003-0000	USA	CHIPPEWA NATIONAL FORE	200 ASH AVE NW	CASS LAKE MN
75-034-4001	THOMPSON, ARDEN T & JEANETTE	952 RIVER DR NW	BENA MN 56626-1007	
75-034-4202	CHRISTIANSON, EUGENE & JANE	CHRISTIANSON, THOMAS &	301 MAIN STREET	THORNTON IA
75-034-4301	BROWN, CRAIG A & PAIGE A	1018 W WINNIE RD	BENA MN 56626	
75-034-4306	DRUGA, JOSEPH W	987 RIVER DR NW	BENA MN 56626-1007	
75-034-4307	KARBOWSKI, ROBERT H & PATRICIA	995 RIVER DR NW	BENA MN 56626-1007	
75-445-0010	FISHER, JON M	992 RIVER DR NW	BENA MN 56626-1007	
75-445-0030	MARTIN, PHILIP G & PATRICIA A	679 BRIDLE RIDGE CIR	EAGAN MN 55123-1682	
75-445-0040	MILLER, NORMAN W & WILLIAM B	14377 COUNTY ROAD 20	HANSKA MN 56041-4387	
75-445-0050	GALLER, FRANK G & MICHAEL J	43211 W ELYSIAN LAKE RD	ELYSIAN MN 56028-1007	
75-445-0060	CAPESIUS, JOSEPH M & BRENDA S	221 S MCCOY ST	ALGONA IA 50511-2212	
75-445-0080	HAMMERSCHMIDT, CORRINE & DE	956 RIVER DR NW	BENA MN 56626-1007	
75-445-0090	TED'S UP NORTH PROPERTIES, LLC	C/O THOMAS STEVE	817 9TH ST N	SARTELL MN 5

# CASS COUNTY VARIANCE APPLICATION

## INSTRUCTIONS TO APPLICANT

### --WARNING--PROCEEDING WITHOUT A PERMIT

Any work within the shoreland zone in Cass County which requires a permit cannot be legally started until a permit is issued by the Cass County Environmental Services Department. Any such work done without a permit constitutes a misdemeanor punishable by fines of \$700 and/or 90 days in jail. The Environmental Services Director also has the authority to require restoration of any work done without a permit or beyond the work authorized by a permit and will assess double the additional application fee.

1. All items must be completed before this application will be processed.
2. A site plan must accompany each application.
  - a. The site plan must show all existing buildings, lot lines and dimensions.
  - b. Well and septic systems.
  - c. Driveways, roads & highways.
  - d. Pertinent information such as distance to lake, width of project, height of ice ridge, etc.
  - e. If topography is unusual, show elevation levels.
  - f. Show "Proposed Project Area".
  - g. Indicate North point and slope of land.
3. A Permit application for the intended use must accompany the Variance application. If the Variance is denied, the permit fee will be refunded.
4. A \$450.00 + \$46.00 Rec Fee = \$496.00 fee must accompany each variance application. Make check payable to the Cass County Treasurer.
5. Accurate property descriptions (Parcel ID#) must be given and these are usually found on your tax statement or deed. Applicant must own property, have a valid lease, a purchase agreement or be an authorized representative.
6. PLEASE INCLUDE YOUR PROPERTY ADDRESS or directions to property from a prominent point or landmark on the application in order for the zoning inspectors to find your property.
7. Locate and mark property lines or corner markers on the ground. Stake out the area of proposed project so that it is readily apparent to the inspector.
8. When you have completed the application and all accompanying plans, etc., mail or deliver it in person to the Environmental Services Department, Cass County Courthouse, PO Box 3000, Walker, MN 56484 along with the fee.
9. Accurate information must be given, as permits are granted on the express conditions that the person to whom it is granted, his agent, employees and workmen shall conform in all respects to the Cass County Land Use Ordinance. This permit may be revoked at any time upon violation of the ordinance.
10. You will be notified by mail as to the date and time of the hearing on your application.
11. The applicant is responsible for securing any other local, state, or federal permits that may be required. NOTE: If this application involves work in wetlands, additional permits and approvals will be required to comply with the Minnesota Wetlands Conservation Act and Army Corps of Engineers Regulations.

I have read and fully understand the above instructions. I hereby swear that all information provided in this application is true and correct.

APPLICANT SIGNATURE

  
\_\_\_\_\_

DATE

5-28-20



Steve, James, Unorganized Township on property described as Lot 9 "Ted's Subdivision", Section 34 146 29, PID# 75-445-0090 located at 954 River Drive NW. An application submitted to construct an approximately 22' tall, 24' x 30' garage with a reduced setback to the Mississippi River of 45' and a reduced sideyard setback of 3.5'. The applicable portions of the Land Use Ordinance include Section 800 which establishes the variance criteria and Section F of the Mississippi Headwaters Plan which requires structures to be setback 200 feet from the river along those areas of the corridor classified as Wild. The property contains 0.31 acres riparian to the Mississippi River (Wild).

PC/BOA members were at the site July 6, 2020 and reviewed the application with the applicant. 14 notices of application for variance were mailed with one comment received from the MHB indicating that the property cannot exceed the 25% impervious surface coverage and the structure was not encroaching closer to the river than the existing structure. The applicant must attend the next regular meeting the MHB and work with Kelly on vegetative enhancement. The PC/BOA discussed the application with the applicant, who participated by phone, at the time of the hearing and Wabedo Township. Motion passed with a 6/1 vote (Fitch votes nay).

MS/P Froehlig/Laporte to **approve** the application as submitted for the construction of a garage with a reduced setback to the Mississippi River (Wild) based upon criteria in Sections 800 and 1126.1 B of the Land Use Ordinance along with MS 394.27 Subdivision 7 and Section F of the Mississippi Headwaters Plan with the following findings and conditions:

Findings:

1. The parcel became a lot of record in 1949 prior to the establishment of the Mississippi Headwaters Board.
2. There is nothing in the permit archive to determine when the residence and original garage was constructed.
3. A Shoreline Rapid Assessment Model (SRAM) was completed for the property with a score of 4.
4. A Type I SSTS was installed on the property in 2009.
5. The applicant proposes to remove the existing single story garage and replace it with an expanded garage with upstairs storage with a setback to the Mississippi River of 45' and a reduced setback to the neighboring property line of 6.5' (into the setback 3.5').

6. The applicant proposes not to encroach closer to the river than the existing garage; however, placement of the garage will eliminate access to the river side of the property where the well is currently located.

7. Approval of the application assuming compliance with applicable erosion control related conditions will not restrict the passage of storm water in such a manner as to increase the height of flooding or impact adjacent properties.

8. Approval will not result in an incompatible land use that is detrimental to the protection of ground and surface water quality.

9. There is no reason or evidence to conclude that financial consideration is the sole reason for the application.

10. The garage as proposed is consistent with structures on neighboring properties.

11. Based upon the above findings and the following conditions associated with this approval, there is nothing to indicate that the proposed garage will alter, disturb or negatively impact existing land use or neighboring property which does not contradict the purpose of the Land Use Ordinance which is to protect, preserve and enhance the quality of the lakes, rivers, forests, wetlands, natural land forms and open space for future generations and to promote health, safety, and general welfare or the purpose of the Comprehensive Plan which is to 1.) Provide a rational basis to make difficult land and resource decisions wisely, 2.) Eliminate the conflicts caused by unplanned development, 3.) Improve coordination and communication between county, local governments and the citizens in land use planning, and 4.) Protect the County's natural resources from degradation.

Page 7 of 14

***No site preparation or building construction shall be commenced until issuance of a permit.***

Commencement of either prior to issuance of a Permit may result in withholding, withdrawal or revocation of a permit until inspection by ESD, correction of any circumstances in violation of laws or ordinances or the terms of this variance, deposit of financial assurance as determined by ESD to secure correction of violations and completion of other measures as required by ESD.

Conditions:

1. The location and size of the replacement garage shall not vary from that submitted May 29, 2020 with the application and shall not be altered without approval of ESD staff or if necessary, the Planning Commission.

2. The garage is for storage only and not to be converted or used for human habitation or additional bunk space.

3. Applicant shall consent to inspection of the property by ESD staff to verify compliance with conditions.

3. No run-off to the river or adjoining properties is permitted. Run-off shall be directed by gutters away from the river to natural water retention features located upon the property or structures such as rain gardens.

4. Construction erosion and sediment control **must** be installed prior to the start of construction and be maintained on-site until final ground stabilization is achieved.

5. Any material resulting from construction not reused or recycled must be disposed of in a permitted facility.

6. An SRAM score of 4 will require vegetative enhancement and/or restoration.

7. A restoration plan **must** be approved by ESD and agreed to be implemented by the applicant **prior to the issuance of a Land Use Permit.**

8. Financial assurance in an amount determined by ESD staff will be required and shall be submitted to ESD **prior to the start of construction.**

9. Unless commenced or otherwise extended or revised by the Planning Commission this approval shall be effective until July 13, 2022.

COMPLIANCE WITH ALL CONDITIONS IS REQUIRED. FAILURE TO COMPLY WITH ANY CONDITION SHALL RESULT IN A VIOLATION AND SUBJECT THE APPLICANT TO ENFORCEMENT PROCEDURES WHICH MAY

INCLUDE, BUT NOT LIMITED TO, REVOCATION OF THIS VARIANCE, REMOVAL OF VIOLATIONS AND MITIGATION.

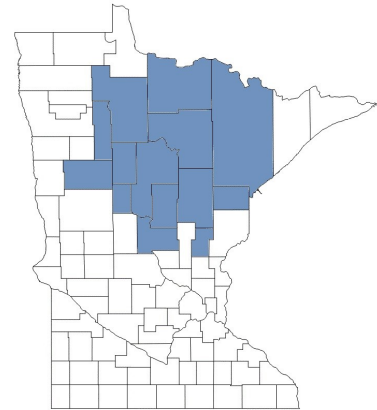
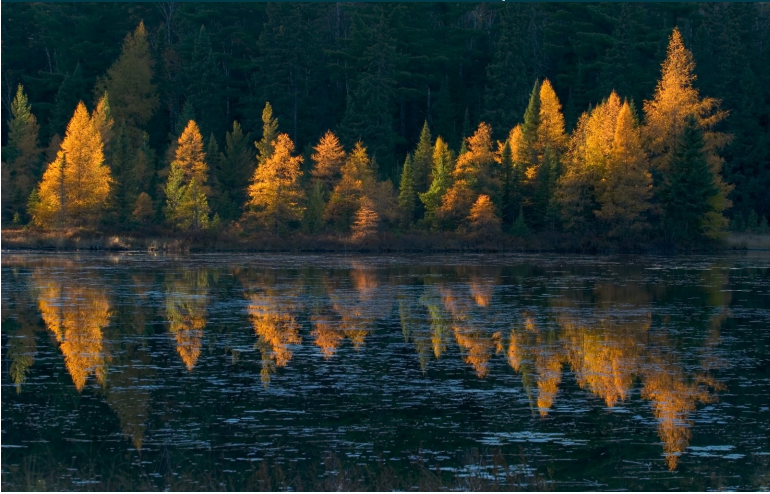
## **Action/Discussion**

**Kim Berns-Melhus- The Conservation Fund Potlatch Land Purchase**

**Open Meeting Law and future meetings.**

**2020 Canoe Day**

**Executive Director's Report**



Aitkin, Becker, Beltrami, Carlton, Cass, Clearwater, Crow Wing, Hubbard, Itasca, Kanabec, Koochiching, Morrison, St. Louis, and Wadena

Northern Minnesota is a patchwork of public and private ownership. Fragments of private land lie interwoven with blocks of public land, making management for wildlife and sound forestry a challenge. Both the public and private landowners in northern Minnesota would like to find a better way.

The Conservation Fund, through its Working Forest Fund®, will purchase approximately 72,000 acres from PotlatchDeltic, representing the majority of their remaining timberlands in Minnesota. This significant acquisition, stretching across 14 counties, will be one of the largest land conservation projects in Minnesota's history. The purchase and ultimate protection of Minnesota's Heritage Forest will support northern Minnesota's long tradition of timber production, wildlife conservation and outdoor recreation by preserving the state's working timberlands and contributing to both the timber and recreation economies.

Over the last decade the Fund has successfully worked with a variety of partners to advance some of the biggest land exchanges ever undertaken in the state. Minnesota's Heritage Forest will be the capstone to our efforts to improve the quality of land patterns in northern Minnesota's expansive forested landscape. The Fund will work to better align and consolidate public forest holdings through land exchanges and direct conveyances resulting in improved economic returns to local and tribal governments as well as school districts throughout Minnesota. Additionally, this project will protect jobs in the forest products industry, safeguard the headwaters of the Mississippi River, and improve habitat of Minnesota's rich natural heritage.

During its ownership, the Fund will sustainably manage the forestland for wildlife, water quality and timber harvesting, while continuing recreational uses currently allowed by PotlatchDeltic, including hunting and fishing.

## Purchase Price

Approximately \$48 million

## Status

The Conservation Fund and PotlatchDeltic entered into a purchase contract in early June 2020 and anticipate closing later in 2020.

## Conservation Funding Sources

Variety of public and private sources

## Long-term Goal for Forestlands

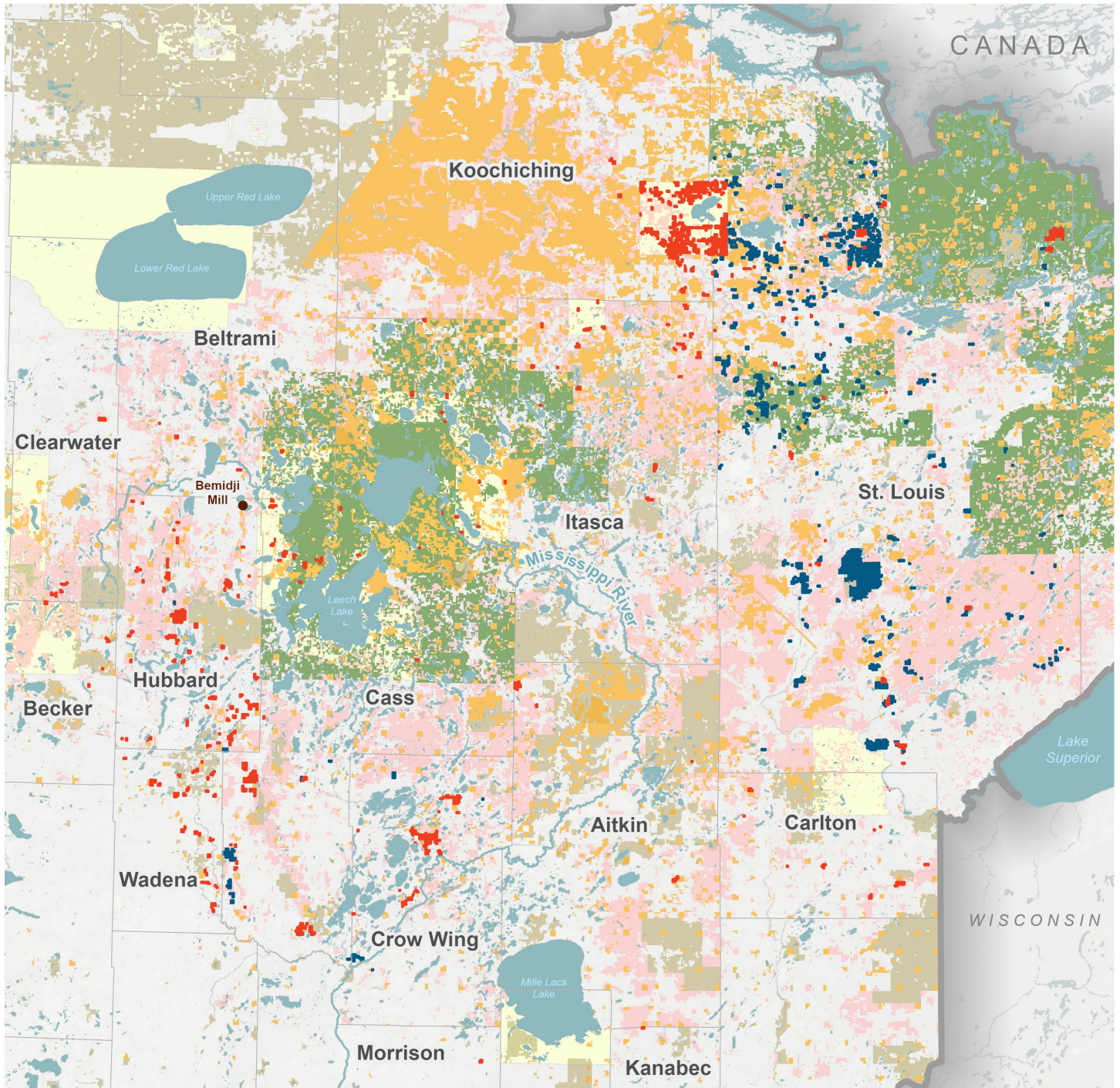
The Fund will work with county, state, tribal, and local governments, as well as private organizations, over the next decade to determine the best conservation and sustainable management outcomes.

## Ecological Benefits

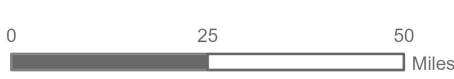
- Protecting more than 31,000 acres in the headwaters of the Mississippi River, which supports over 350 species of mammals, birds, and fish
- Increasing efficiency of habitat management through consolidation of ecologically sensitive areas

## Economic Benefits

- Conserving working forests that drive Minnesota's timber products industry and associated jobs, including at PotlatchDeltic's Bemidji mill
- Consolidating forest ownership to improve sustainable forest management
- Improve the revenue-generating potential of the Minnesota School Trust holdings that support all school districts in the state



- PotlatchDeltic Property (approx. 72,000 ac.)
- Tax Forfeit
- US Forest Service
- Past & Current TCF/PotlatchDeltic Projects
- School Trust
- Tribal
- DNR



### About The Conservation Fund

At The Conservation Fund, we make conservation work for America. By creating solutions that make environmental and economic sense, we are re-defining conservation to demonstrate its essential role in our future prosperity. Top-ranked for efficiency and effectiveness, we have worked in all 50 states since 1985 to protect over 8 million acres of land.

Minnesota Office  
**Kim M. Berns-Melhus**  
 Minnesota State Director  
 kberns@conservationfund.org  
 612-702-5277

Approximate Acreages by County

Minnesota's Heritage Forest Project

(06/20/2020)

Minnesota County	Approximate Number of Potlatch Acres remaining
St. Louis	22,800
Koochiching	21,000
Hubbard	12,100
Crow Wing	9,200
Cass	9,200
Wadena	4,900
Itasca	4,700
Aitkin	1,360
Carlton	1,300
Kanabec	80
Becker	756
Beltrami	826
Clearwater	1,069
Morrison	140



## **U.2. Sale or Exchange of Public Lands**

Sale or exchange of public land should be considered only if such action(s) will eliminate substandard non-conforming parcels, make private substandard non-conforming parcels more conforming, or if the sale or exchange is consistent with the goals and objectives of this Comprehensive Plan. (See Minn. Stat. § 282.01, (Subd. 7A.))

To protect unique shoreland areas, the counties will attempt to purchase scenic easements (conservation connections) or other interests in land from landowners who desire to sell them and where such purchases are desirable.

Where critical lands are acquired in fee title, from willing sellers, the county may wish to consider sale of other lands outside the management boundaries in order to offset any possible reduction in local tax base.

Local counties should be the decision maker on whether exchange of public lands are warranted based on local controls and processes.

To increase public land holdings along the Mississippi River and Headwaters Lakes, MHB member counties should initiate land exchanges with private landowners who want to exchange their land.

Land exchanges with the State of Minnesota should be undertaken to consolidate blocks of public lands in same ownership in order to develop more easily-managed public ownership.

Conservation connections and other incentives should be implemented on sensitive private lands requiring more protection than zoning can provide.

## **U.3. Acquisition of Lands**

Acquisition is an option for those public and private lands requiring greater protection than zoning provides. Lands requiring greater protection will be identified through the river resources inventory, or on an as-needed basis, and according to the goals and objectives of this Comprehensive Plan.

The MHB will report on its land protection program to identify and develop guidelines for protection and protection strategies to the member counties and the Minnesota Legislature.

# Minnesota Milestone Sites



## Office of the Revisor of Statutes

## 2019 Minnesota Statutes

[Authenticate](#)  PDF*- under a pandemic***13D.021 MEETINGS BY TELEPHONE OR OTHER ELECTRONIC MEANS; CONDITIONS.**

§ Subdivision 1. **Conditions.** A meeting governed by this section and section [13D.01](#), subdivisions 1, 2, 4, and 5, may be conducted by telephone or other electronic means so long as the following conditions are met:

(1) the presiding officer, chief legal counsel, or chief administrative officer for the affected governing body determines that an in-person meeting or a meeting conducted under section [13D.02](#) is not practical or prudent because of a health pandemic or an emergency declared under chapter 12;

(2) all members of the body participating in the meeting, wherever their physical location, can hear one another and can hear all discussion and testimony;

(3) members of the public present at the regular meeting location of the body can hear all discussion and testimony and all votes of the members of the body, unless attendance at the regular meeting location is not feasible due to the health pandemic or emergency declaration;

(4) at least one member of the body, chief legal counsel, or chief administrative officer is physically present at the regular meeting location, unless unfeasible due to the health pandemic or emergency declaration; and

(5) all votes are conducted by roll call, so each member's vote on each issue can be identified and recorded.

Subd. 2. **Members are present for quorum, participation.** Each member of the body participating in a meeting by telephone or other electronic means is considered present at the meeting for purposes of determining a quorum and participating in all proceedings.

Subd. 3. **Monitoring from remote site; costs.** If telephone or another electronic means is used to conduct a meeting, to the extent practical, the body shall allow a person to monitor the meeting electronically from a remote location. The body may require the person making a connection to pay for the documented additional cost that the body incurs as a result of the additional connection.

Subd. 4. **Notice of regular and all member sites.** If telephone or another electronic means is used to conduct a regular, special, or emergency meeting, the public body shall provide notice of the regular meeting location, of the fact that some members may participate by telephone or other electronic means, and of the provisions of subdivision 3. The timing and method of providing notice is governed by section [13D.04](#) of the Open Meeting Law. *website*

**History:** [2007 c 110 s 1](#)

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## Resource Library

# THE OPEN MEETING LAW AND VIDEO CALLING

**Date:** April 2020

The Open Meeting Law (Minnesota Statutes Chapter 13D) allows board members to participate in meetings via interactive television<sup>1</sup> (or other video calling platforms such as Skype)<sup>2</sup> when the statutory conditions are met. The COVID-19 pandemic of 2020 precipitated amendments to the law to allow more flexibility.

The Open Meeting Law sets forth the conditions under which the governing boards of public bodies must conduct their meetings. Generally the law requires board members to be present at the meeting location to participate in the proceedings and be counted as part of the quorum<sup>3</sup> with a few exceptions such as that noted above.

The law requires that a board member's remote location be open and accessible to the public. There are two exceptions to this requirement. The first applies to board members serving in the military. The second exception applies when a board member has been advised by a health care professional against being in a public place for personal or family medical reasons.

The second exception only applies during and 60 days after a declaration of state of emergency under Minnesota Statutes, Section 12.31 ends.

These exceptions can be used by a board member no more than three times in a calendar year.

When conducting a meeting pursuant to Section 31D.02, all votes must be conducted via roll call.

## Provisions of the Law

Minnesota Statutes, Section 13D.02, subdivision 1 reads: *outside a pandemic*

1. A meeting governed by section 13D.01, subdivisions 1, 2, 4, and 5, and this section may be conducted by interactive television so long as:
  - a. all members of the body participating in the meeting, wherever their physical location, can hear and see one another and can hear and see all discussion and testimony presented at any location at which at least one member is present;
  - b. members of the public present at the regular meeting location of the body can hear and see all discussion and testimony and all votes of members of the body;
  - c. at least one member of the body is physically present at the regular meeting location;
  - d. all votes are conducted by roll call so each member's vote on each issue can be identified and recorded; and
  - e. each location at which a member of the body is present is open and accessible to the public.
2. A meeting satisfies the requirements of paragraph (a), although a member of the public body participates from a location that is not open or accessible to the public, if the member has not participated more than three times in a calendar year from a location that is not open or accessible to the public, and:
  - a. the member is serving in the military and is at a required drill, deployed, or on active duty; or
  - b. the member has been advised by a health care professional against being in a public place for personal or family medical reasons. This clause only applies when a state of emergency has been declared under section 12.31, and expires 60 days after the removal of the state of emergency.

The public body must provide notice of the location of the regular meeting *and* notice of any open and accessible site from which a member of the body will participate. Notice must be provided in the manner required by statute for regular, special or emergency meetings. *website*

To the extent practical, the public body must allow a person to monitor the meeting electronically from a remote location. The public body may charge the person a fee for any documented marginal costs that the public body incurs as a result of the additional connection.

The minutes for a meeting conducted under this section must reflect the names of any members appearing by interactive television and state the reason or reasons for the appearance by interactive television.

1 Minn. Stat. § 13D.021 also allows meetings via telephone or other electronic during a health pandemic or an emergency declared under chapter 12. More information on that provision are provided in "Data Practices and Open Meeting Requirements During a State of Emergency," Minnesota Department of Administration, [MN.gov/admin](http://MN.gov/admin)

2 Minn. Dept. of Admin. Advisory Op. 13-009

3 The minimum number of board members that must be present at a meeting to make the proceedings of that meeting valid

The information contained in this document is intended for general information purposes only and does not constitute legal or coverage advice on any specific matter.

# Mississippi Headwaters Board **CANOE DAY!**

**Kiwanis Park, Brainerd MN**  
**August 1, 2020**

## Event Schedule

### Social:

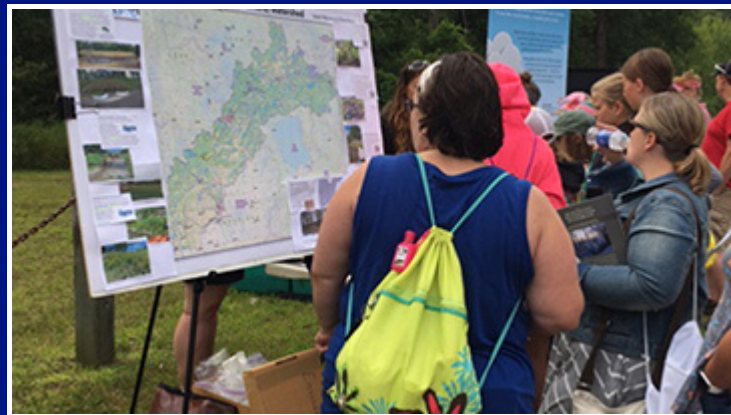
9 a.m. - 10 a.m.  
Kiwanis Park  
See booths ranging from environmental, recreational, and civic themes.

### Canoe Launch:

10 a.m. - 11 a.m.  
Enjoy a paddle down the peaceful and beautiful Mississippi river.  
(expected arrival to destination Crow Wing State Park 1:30 p.m.)

*\* A free shuttle service is provided to return those participating back to Kiwanis Park to retrieve vehicles.\**

**FREE T-SHIRT**  
for the first  
**100 Participants!**



PROTECTING THE  
FIRST 400 MILES

For more information, please contact the  
Mississippi Headwaters Board at  
218-824-1189

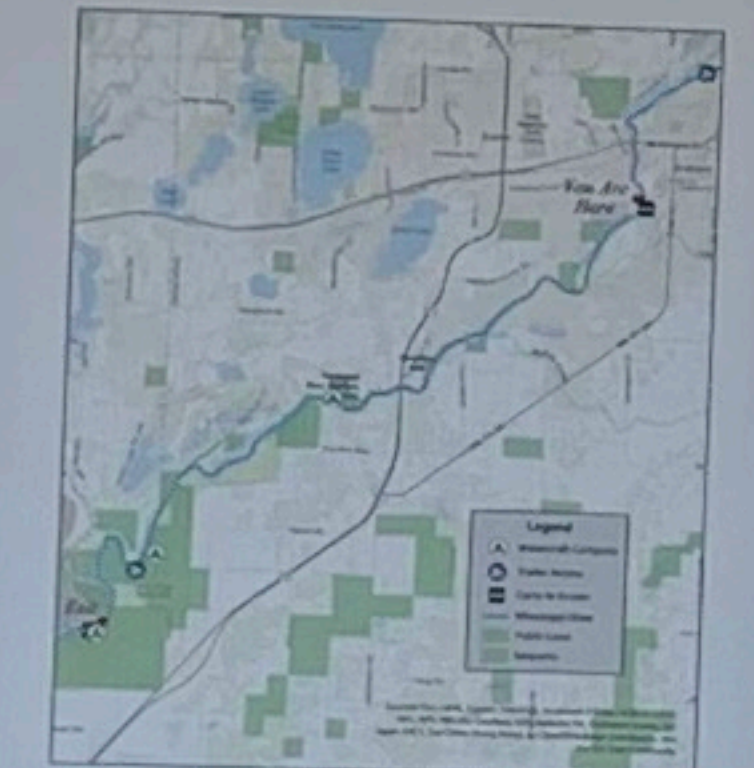


**Mississippi River State Water Trail  
Kiwanis Park to Crow Wing State Park Landing**

The Mississippi River State Water Trail is a scenic route that follows the Mississippi River from the Kiwanis Park to the Crow Wing State Park Landing. This trail is perfect for those who enjoy a peaceful water excursion and a beautiful view of the river. The trail is approximately 10 miles long and is suitable for all ages. The trail is a great way to enjoy the outdoors and the beauty of the Mississippi River. The trail is a great way to enjoy the outdoors and the beauty of the Mississippi River. The trail is a great way to enjoy the outdoors and the beauty of the Mississippi River.

**About Your Trip**

This section of the Mississippi River State Water Trail is a scenic route that follows the Mississippi River from the Kiwanis Park to the Crow Wing State Park Landing. This trail is perfect for those who enjoy a peaceful water excursion and a beautiful view of the river. The trail is approximately 10 miles long and is suitable for all ages. The trail is a great way to enjoy the outdoors and the beauty of the Mississippi River. The trail is a great way to enjoy the outdoors and the beauty of the Mississippi River. The trail is a great way to enjoy the outdoors and the beauty of the Mississippi River.



**Trip Planning & Safety**

**PLAN YOUR TRIP**

- Check the weather forecast before you go.
- Bring a map and a compass.
- Bring a first aid kit.
- Bring a whistle.
- Bring a whistle.
- Bring a whistle.

**YOUR RECOMMENDED GEAR LIST**

- Map and compass
- First aid kit
- Whistle
- Whistle
- Whistle

**SUSTAINING THE TRAIL**

Follow the trail rules and regulations. Do not litter. Do not cut or remove any plants or animals. Do not make a fire. Do not drink alcohol. Do not use tobacco. Do not use firearms. Do not use motor vehicles. Do not use off-road vehicles. Do not use ATVs. Do not use snowmobiles. Do not use motorcycles. Do not use bicycles. Do not use e-bikes. Do not use e-scooters. Do not use e-skis. Do not use e-snowboards. Do not use e-surfboards. Do not use e-waterskis. Do not use e-water skis. Do not use e-waterskiing. Do not use e-waterskiing.



## Mississippi Headwaters Board

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

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

7/20/2020

To Whom This Concerns-

It is my pleasure to write this letter stating the Mississippi Headwaters Board support for the Route 2 Elsewhere Project.

As an organization located along the 1500 mile stretch of country that this film focuses on, we see the challenges and opportunities of this region that often go overlooked. In a time when it is ever more important to focus on bridging communities together, we deeply appreciate Route 2 Elsewhere's efforts to create more understanding of this part of the country, by sharing the unique stories of those who live here.

Furthermore, as an organization that focuses on protection of the first 400 miles of the upper Mississippi River in Minnesota, we feel that bringing awareness, attention, and education about this area and the unique role of the Mississippi Headwaters Board protecting the Mississippi River is of national interest to our organization and others.

In conclusion, I fully support the efforts of the team from the Route 2 Elsewhere Project as they seek external funding and resources to tell this unique story of hope and resiliency in rural America. Telling authentic stories has always been a powerful force in creating compassion, understanding, and community. The stories in Route 2 Elsewhere are no exception, and this project will be an important contribution to our society.

Sincerely,

Tim Terrill

Executive Director



# Executive Director Report

June - July 2020

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

1. Reviewed monthly budget.
2. Prepared monthly agenda packet.
3. Sent in monthly expense report.
4. Reviewed potential variances that may be coming before the Board next month.
5. Dropped off recreational signage with participating agencies. They plan on installing the signs this summer.
6. Placed Canoe Day event on Facebook and allowed other recreational groups to share it with the community. I also invited the legislature to attend as well.
7. Sent 2020 Brainerd Stormwater Report to MPCA to include in Watershed Restoration and Protection Strategies (WRAPS) document.
8. Updated budgets for next fiscal year.
9. Reviewed DNR LSOHC ML2020 contract for errors.

## Meetings & Networking

1. Answered a few variance questions from Aitkin resident who is interested in obtaining a variance from Aitkin county.
2. Held conversation with Dave Schotzko from the DNR about Power Dam to find out where the official DNR access is located. From there the discussion opened about opportunity for locals to enter the public access or provide an alternative entrance for them.
3. Held video conference with Jeff Cook from the Winni Dam Army Corps of Engineers about recreational signage from Winni Dam to public access #2. Jeff was excited about this project after I showed him the pictures, and he is working with upper management to get approval.
4. Held video conference call meeting with AIS inspectors to talk about 2021 MN Traditions social media campaign. 104 people were invited and 19 people attended. The overwhelming majority wanted content produced about bait and its disposal at the access along with other ways counties are dealing with the issue. For 2021, the plan will be to create posts with county highlights and talk specifically about bait; articles from key leaders and inspectors; and potentially real time live events on Facebook.
5. Reviewed Upper Miss. 1 Watershed 1 Plan section 3 part 1.
6. Kayaked Belle Prairie Park to LeBourget Park to gather time of travel for recreational signage.
7. Held technical committee meeting and discussed new parcels for the Miss. Headwaters Habitat Corridor Program. We are 14 days into the new ML 20 funding and already over one half of it is committed.

8. Paddled the Ripple River from Aitkin City Park to Aitkin County Park with city council member Amanda Lowe. I will be producing signs next year for this stretch of the River.
9. Signs are up from Kiwanis Park to Crow Wing State park and ready for the Canoe Day people to view.
10. Received a call from a homeowner saying that there is a lot more kayaks on the Miss. River from Palisade to Waldeck landing. Probably due to Covid isolation and the MHB River signage. I also might have sold her an easement since she owns property on the Miss. River.