

Attachment 1 & 2

Draft Minutes

Monthly Expenses

Mississippi Headwaters Board
December 18, 2020
Miss. Headwaters Board Conference Room
322 Laurel St.
Brainerd, MN

Webconference:

MEETING

MINUTES

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

Others Present: Marcel Noyes, David Engh, Sarah Pieper, Bob McGillivray, Eric Buitenwerf.

Pledge of Allegiance

Chairman Gaalswyk asked if there were any additions to the agenda. None offered. **M/S (Barrows/Marcotte) to approve of the agenda. Roll Call taken. Motion Carried Unanimously.**

Chairman Gaalswyk made a point of order that he would call for a motion with a 1st and 2nd, discussion, and then call for approval. If anyone opposed, he would revert to a role call.

M/S (Tinquist/Newland) to approve of the Consent agenda. Motion Carried Unanimously.

Planning and Zoning

1. Hubbard County Variance- David Engh. Eric Buitenwerf, Hubbard county Environmental Services Director presented the Variance before the board to add a three season porch and an enlargement to the existing bathroom. He explained that it is a non-conforming lot because it does not meet the setback required for the MHB comprehensive Plan. **M/S (Tinquist/Newland) to approve of the Variance. Motion Carried Unanimously.**

Action/Discussion:

1. Minnesota Traditions 2020 update- Tim introduced Sarah Pieper who is the social media technician for MN Traditions. He explained that he wanted to educate the board a bit more about the numbers and data generated by social media. He turned the floor over to Sarah and she provided a ppt. about the numbers and impressions generated on Facebook and Twitter. After the presentation, Comm. Gaalswyk asked to explain what the terms impression, targeted impression, organic post reach, and post engagement. Sarah explained that impressions are the number of posts sent out; targeted impressions are post sent out to followers and require funding to produce and distribute ads; organic post reach is the number of people being reached; and post engagement is recorded as people that clicked, liked, or shared a post. Comm. Marcotte asked if someone needs to do an action to generate a targeted impression, and Sarah answered that it is not necessary but it records if the post was

scrolled by on the newsfeed. Based on that information, the post engagement is a concrete number that provides MHB with the amount of people that actually reacted to the post. Comm. Marcotte asked how much is spent on the program each year and are their other social media programs that reach others or align with our values. Tim responded and said that we operate at a \$70-\$80K annual budget to produce around 9-11K followers each year, but explained that the program is scalable. Sarah responded that while Facebook is an older audience, it is used because of the sheer quantity of users. Twitter catches a much younger demographic and helps to balance the effort. She explained that Snapchat and Instagram reach a younger audience, but is photo intensive.

2. MN Forest Heritage and the role of the MHB- Tim discussed with the board that back in July he had Kim Berns-Melhus from The Conservation Fund attend and give them an update about buying over 72K acres of Potlatch land and divesting it over the next 10 years. Tim explained that this is a unique opportunity and that the MHB could play a role by helping counties purchase the land if parcels were MN Forest Heritage parcels-in the upper Miss. watershed basin-in MHB counties- and the parcels were going to county ownership. Tim explained that the board at that time was favorable, but advised him to find out more information and come back to them once the sale was finalized in November. Tim stated that the deal has gone through, and that he is asking for consensus to obligate his time to work on using future Outdoor Heritage funding (OHF) acquisition money to purchase these lands with the above criteria. Comm. Van Kempen explained that there are many tax implications and multiple ownership opportunities by federal, state, private, and tribal entities, and asked if there were any restrictions placed on parcels using OHF funds. Tim explained that trails has come up as an existing issue, but that in a recent Crow Wing County acquisition, a no net loss of trails was the compromise. Comm. Barrows provided a specific example where the LSOHC council voted 7 to 4 to approve of a no net loss trail procedure. Comm. Newland explained that Clearwater county has a policy regarding acquisition, but is looking at opportunities. Comm. Gaalswyk stated that there is a potential to use OHF funds for habitat and that the MHB could be a helper in that role. Tim explained that MHB would be one of many different options that county boards could pursue. Tim was given by consensus to move forward with this and be the financial conduit for counties wishing to obtain fee-title acquisitions of MN Heritage forest parcels. Tim asked the board if they wanted to go outside the current boundaries and include other counties as well, but the board chose to stay within their mission to protect the Miss. River.
3. 2021 meeting schedule- Tim advised the board that he would like to know what the board thinks about an in person, hybrid, or zoom board meeting schedule for 2021. He stated that zoom is convenient, but realizes that in-person has benefits as well. Gaalswyk said that this would change based off of covid restrictions but likes the idea of hybrid; Mike liked the idea of a hybrid where some commissioners could meet via zoom and others could attend in person; Gaasvig thought hybrid was a good way; Marcotte thought driving to Backus is too far and stick with zoom until a later date. After much discussion, Comm. Gaalswyk summed up the meeting that we should stick to zoom for now with the Chair's discretion to go in-person if the board so chooses, and keep the meeting time at 9 am.

Executive Directors Report

1. Tim updated the board about giving a ppt. presentation to Crow Wing county lake association members and many people were impressed about Minnesota Traditions program consistency, repetition, and duration.
2. Tim said that he is still implementing the signage program but he is involving other tourism and federal partners to help with the resourcetainment part of that. He said that because we are involving Leech Lake band member and Great River Road member, that he applied for a innovation award from the Humphrey school of Public Affairs. He said the process is educating as he is learning about things from many different perspectives.

3. Tim said that the Baxter Whiskey creek project was accepted by the BWSR board and ranked 3rd statewide out of all recommended 31 projects. The board was happy and gratified by all the work the partners have done.
4. Because of the revised October MMB forecasted revenues, all LSOHC projects received a 16.6% increase bringing the Miss. Headwaters Habitat Corridor project proposal to \$2.901 million.

Legislative Updates- New stimulus is going to counties to be distributed.

County Updates- Aitkin- Enbridge started construction and some protesters are turning to demonstrators but the county sheriff handled it with tact. The levy was dropped from 8% to a 2% increase. Anne applied to be on the LSOHC board. Itasca- Levy at 0% increase due to using of reserves. Crow Wing- Levy set at 4.97%. Cares act will help build fund balance that was depleted over past years. Hubbard- 0% levy and Enbridge construction is moving along. Beltrami- New administrator hired and doing well. Levy reduced. Cass- levy set at .92%.

Meeting called to adjourn due to lack of agenda items.

Chair Neal Gaalswyk

Executive Director Tim Terrill

December Budget Summary		YTD spending/rei mbursement	Projected Budget	% of budget spent	
Revenues:	Monthly Amount				Explanation
Governor's DNR grant (53290)		\$61,811.79	\$124,000.00	49.85%	non competitive quarterly reimbursement
LSOHC grant (53290)		\$2,865.63	\$7,000.00	40.94%	LSOHC reimbursement for invoice #7
Guidebook sales (58400)		\$19.99	\$200.00	10.00%	reimbursment for Guidebook sales
Enbridge program (58300)	\$485.70	\$2,185.06	\$3,000.00	72.84%	signage work
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
Total	\$485.70	\$5,070.68	\$25,624.00		*
Expenses:	Monthly Amount				Explanation
Salaries/Benefits FICA/Med/PERA/LIFE/LTD/Hlth/ WC(61000)	\$10,922.09	\$34,429.73	\$101,801.00	33.82%	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	\$800.00	\$2,700.00	29.63%	reimbursed by Gov. DNR grant
Hotel/Meals/travel exp. (63340)		\$8.65	\$300.00	2.88%	reimbursed by Gov. DNR grant
Commissioner Mileage (62720)		\$80.50	\$2,900.00	2.78%	reimbursed by Gov. DNR grant
Employee Mileage (63320)		\$325.96	\$4,400.00	7.41%	reimbursed by Gov. DNR grant
Professional Services (62990)	\$525.00	\$2,750.00	\$8,175.00	33.64%	CW account. Services
Office supplies/operations (64090)	\$57.16	\$631.59	\$1,400.00	45.11%	telephone
Training & Registration Fees (63380)			\$400.00	0.00%	reimbursed by Gov. DNR grant-
Total	\$11,804.25		\$124,292.00		

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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Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2020 12 TO 2020 12

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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
LEDGER BALANCES --- DEBITS:				2,766.65	CREDITS:		-2,766.65	NET:	.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	
					PER 06		18,789.26	162,920.93	
					PER 07		23,008.53	185,929.46	
					PER 08		8,729.99	194,659.45	
					PER 09		9,060.86	203,720.31	
					PER 10		15,607.12	219,327.43	
					PER 11		8,424.56	227,751.99	
20/12	248 12/04/20	PRJ PR1204	1201204	1201204			3,927.65	231,679.64	
	PAY120420	WARRANT=201204	RUN=1	BI-WEEKL					
20/12	942 12/22/20	API B 5305					2.16	231,681.80	
	W C122220								
20/12	952 12/18/20	PRJ PR1218	1201218	1201218			3,960.69	235,642.49	
	PAY121820	WARRANT=201218	RUN=1	BI-WEEKL					
20/12	1182 12/22/20	API B 5322					1,025.50	236,667.99	
	W A122220								
20/12	1601 12/31/20	PRJ pr1231	1201231	1201231			3,088.75	239,756.74	
	pay123120	WARRANT=201231	RUN=1	BI-WEEKL					
20/12	1965 12/31/20	GEN					525.00	240,281.74	
	RECURRING								
LEDGER BALANCES --- DEBITS:				240,281.74	CREDITS:		.00	NET:	240,281.74
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	
					PER 06		5,362.08	34,759.82	
					PER 07		8,043.12	42,802.94	
					PER 08		5,362.08	48,165.02	
					PER 09		5,362.08	53,527.10	
					PER 10		5,362.08	58,889.18	
					PER 11		5,362.08	64,251.26	
20/12	248 12/04/20	PRJ PR1204	1201204	1201204	1201		2,681.04	66,932.30	

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Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2020 12 TO 2020 12

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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
	PAY120420	WARRANT=201204	RUN=1	BI-WEEKL						
20/12	952	12/18/20	PRJ PR1218	1201218	1201218	1201		2,681.04	69,613.34	
	PAY121820	WARRANT=201218	RUN=1	BI-WEEKL						
20/12	1601	12/31/20	PRJ pr1231	1201231	1201231	1201		2,681.04	72,294.38	
	pay123120	WARRANT=201231	RUN=1	BI-WEEKL						
	LEDGER BALANCES	---	DEBITS:		72,294.38	CREDITS:	.00	NET:	72,294.38	
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	
							PER 06	1,698.61	10,191.66	
							PER 07	1,698.61	11,890.27	
							PER 08	1,698.61	13,588.88	
							PER 09	1,698.61	15,287.49	
							PER 10	1,698.61	16,986.10	
							PER 11	1,698.61	18,684.71	
20/12	248	12/04/20	PRJ PR1204	1201204	1201204	1201		860.28	19,544.99	
	PAY120420	WARRANT=201204	RUN=1	BI-WEEKL						
20/12	952	12/18/20	PRJ PR1218	1201218	1201218	1201		838.33	20,383.32	
	PAY121820	WARRANT=201218	RUN=1	BI-WEEKL						
	LEDGER BALANCES	---	DEBITS:		20,383.32	CREDITS:	.00	NET:	20,383.32	
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	
							PER 06	772.64	5,035.50	
							PER 07	1,178.83	6,214.33	
							PER 08	772.64	6,986.97	
							PER 09	772.65	7,759.62	
							PER 10	772.64	8,532.26	
							PER 11	781.82	9,314.08	
20/12	248	12/04/20	PRJ PR1204	1201204	1201204	1201		386.33	9,700.41	
	PAY120420	WARRANT=201204	RUN=1	BI-WEEKL						
20/12	952	12/18/20	PRJ PR1218	1201218	1201218	1201		386.32	10,086.73	

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Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2020 12 TO 2020 12

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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
	PAY121820	WARRANT=201218	RUN=1	BI-WEEKL						
20/12	1601	12/31/20	PRJ pr1231	1201231	1201231	1201		407.71	10,494.44	
	pay123120	WARRANT=201231	RUN=1	BI-WEEKL						
	LEDGER BALANCES --- DEBITS:			10,494.44		CREDITS:	.00	NET:	10,494.44	
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	
						PER 06		57.14	343.24	
						PER 07		56.44	399.68	
						PER 08		57.16	456.84	
						PER 09		58.73	515.57	
						PER 10		57.16	572.73	
						PER 11		57.05	629.78	
20/12	942	12/22/20	API 006205		138162	25252		2.16	631.94	
	W C122220	DECEMBER CTC & 11/20 - 11/20	L CONSOLIDATED	TELECOM						
20/12	952	12/18/20	PRJ PR1218	1201218	1201218	1201		55.00	686.94	
	PAY121820	WARRANT=201218	RUN=1	BI-WEEKL						
	LEDGER BALANCES --- DEBITS:			686.94		CREDITS:	.00	NET:	686.94	
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	
						PER 06		300.00	1,300.00	
						PER 07		300.00	1,600.00	
						PER 09		200.00	1,800.00	
						PER 10		300.00	2,100.00	
20/12	1182	12/22/20	API 100532		138400	1928170		50.00	2,150.00	
	W A122220	MIKE WILSON PER DIEM			MORRISON COUNTY AUDI					
20/12	1182	12/22/20	API 003356		138401	25292		50.00	2,200.00	
	W A122220	TED VANKEMPEN PER DIEM			HUBBARD COUNTY TREAS					
20/12	1182	12/22/20	API 003257		138403	25291		50.00	2,250.00	
	W A122220	PER DIEM			GAASVIG, CRAIG					
20/12	1182	12/22/20	API 002809		138405	25356		50.00	2,300.00	
	W A122220	PER DIEM			TINQUIST, DAVIN C					

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Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2020 12 TO 2020 12

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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
20/12	1182	12/22/20	API 002534		138406	25294		50.00	2,350.00	
	W A122220	PER DIEM			NEWLAND, DEAN					
20/12	1182	12/22/20	API 001099		138408	25293		50.00	2,400.00	
	W A122220	PER DIEM			MARCOTTE, ANNE					
LEDGER BALANCES --- DEBITS:					2,400.00	CREDITS:		.00	NET:	2,400.00
74830	62990	Prof. & Tech. Fee - Other								
							REVISED BUDGET			.00
							PER 01	7,315.00	7,315.00	
							PER 02	2,029.65	9,344.65	
							PER 03	1,493.62	10,838.27	
							PER 04	82,566.13	93,404.40	
							PER 05	1,104.00	94,508.40	
							PER 06	10,525.00	105,033.40	
							PER 07	11,141.76	116,175.16	
							PER 08	650.00	116,825.16	
							PER 09	525.00	117,350.16	
							PER 10	7,379.77	124,729.93	
							PER 11	525.00	125,254.93	
20/12	1182	12/22/20	API 102668		138397	1928169		725.50	125,980.43	
	W A122220	EASEMENT & AQUISITION	PRINTING FIRST IMPRESSION PRI							
20/12	1965	12/31/20	GEN					525.00	126,505.43	
		RECURRING	FINANCIAL SERVICE							
LEDGER BALANCES --- DEBITS:					126,505.43	CREDITS:		.00	NET:	126,505.43
GRAND TOTAL --- DEBITS:					606,535.20	CREDITS:		-133,522.03	NET:	473,013.17

34 Records printed

** END OF REPORT - Generated by Korie Wiggins **

Planning and Zoning

None

Action/Discussion

MHB funding to Leech Lake Band of Ojibwe
MHB & Beltrami Environmental Services MOU
Schedule Budget Committee meeting- Chairperson, Barrows, Gaasvig.
Executive Director's Report
Performance Review



Mississippi Headwaters Board Funding Request Questionnaire

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

Web Site: www.mississippiheadwaters.org

Below are some questions that the Mississippi Headwaters Board (MHB) requests your organization answer before the MHB board can distribute funds to requesting organizations. Please submit at least 1 month before any funding is needed. **The MHB was created in 1980 to protect the Natural, Recreational, Cultural, Scientific, and Historical values of the Mississippi River.**

1. Tell us about yourself. What is the primary purpose of your organization?

The Leech Lake Division of Resources- Plants Department is responsible for the monitoring and stewardship of plant species on Leech Lake Reservation. The Plants Department focuses on invasive species, plants of cultural importance and rare or endangered species.

Leech Lake has a good working relationship with Cass County this questionnaire was sent to us by Cass County Environmental Department Director.

2. Tell us how this project will align with one or more of the multiple values listed above, and what you want to accomplish with your project?

This project is being managed by the Leech Lake Nation, Division of Resource Management. It has been a joint project by the Leech Lake Air Quality Program and the Plants Resources Department. The Air Quality Program installed solar panels at 6 locations across the Reservation. Now the Plants Department, with cooperative funding is installing pollinator gardens beneath each solar panel plot. The solar panel location proposed for this funding is in the center of Jackson Village Community, which is 2 miles from the mouth of the Mississippi River and Lake Winnibigoshish. (map inserted below) Considering the location, we feel that this would be an appropriate use of the funding.

The Plants Department goal is not only to provide natural habitat for pollinators but to restore ecologically functioning habitats for native plants. The broad goal of their program is to prevent or eliminate invasive species infestations. Restoration projects such as this one prevent the spread of invasive species and prevent runoff/erosion from community activity.

Furthermore, the seed mix selected for these rural locations are true to a grass mix that would be found in a natural permanent opening of the forest. The cultural knowledge of plant uses is alive in the Ojibwe of Leech Lake. As this plot establishing itself it will undoubtedly become a source for gathering.



3. What amount of funding are you requesting, and what will it be used for? Have you requested funds from other sources and are they secured?

We are requesting the entire award amount of \$10,000 to the Leech Lake Plants Department. The total cost of installation and maintenance for this pollinator garden is \$11,800.

- Soil Prep (tilling/harrowing) \$1,200
- Solarization (plastic sheeting installation) \$5,800
- Seed and Seeding (broadcast/rolled) \$900
- Erosion Control (anchored straw mulch) \$300
- 3 Year Management (no herbicide) 3 years \$3,600

The contribution, through the Cass County Soil and Water Conservation District has been to aid in covering the cost of solarization mats in at the 5 panel locations within Cass County. Leech Lake Plants Department will be covering the cost of maintenance indefinitely. NRCS – has secured the funds to plant seeds at 3 of the 6 solar panel plots.

4. Is this project regional in scope and/or involve any of the MHB member counties (Clearwater, Hubbard, Beltrami, Cass, Itasca, Aitkin, Crow Wing, and Morrison)?
The location of this pollinator garden is within Itasca County. (see map inserted above)

5. What type of organization are you (governmental, Nonprofit, etc...)

Reservation Government



PROTECTING THE FIRST 400 MILES

Mississippi Headwaters Board
322 Laurel St. ste. 34
Brainerd, Minnesota 56401
218-824-1189

Mississippi Headwaters Board Minnesota Traditions Media Memorandum Of Understanding (MOU)

In collaboration with Beltrami County Environmental Services (BCES), the Mississippi Headwaters Board (MHB), will provide Minnesota Traditions 2021 videos in accordance with the mutually agreed upon terms of this MOU with Beltrami County Environmental Services TV commercial campaign.

- MHB will provide Minnesota Traditions 2021 videos and logos to BCES in the format requested.
- BCES will submit to contractor for conversion to TV commercial format.
- BCES will send a link to MHB for review and comment on videos making sure brand recognition meets their approval. MHB Executive Director will reply back via email any comments before videos are aired.
- BCES will follow the process that when MHB Minnesota Traditions airs a 2021 video on their social media program, it will allow BCES to air the same TV commercial on local programming. This will help coordinate a concise message at a state and local level.
- MHB holds the rights to these videos and cannot be sold or provided to any other entity without MHB consent. Any costs incurred for obtaining and sending videos will be incurred by BCES.

Bruce Anspach

BCES Representative Name Printed



BCES Representative Signature

1/21/2021

Date

MHB Representative Name Printed

MHB Representative Signature

Date

Executive Director Report

December 2020- January 2021

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. Applied to be a member of the DNR AIS advisory committee.
6. Attended CW Committee of the Whole for consensus on LSOHC parcel.
7. Invited DNR Commissioner and BWSR Executive Director to attend the 2021 MHB biennial conference in November.
8. Called Governor Walz staff and asked to please return my phone call for scheduling him to attend for our 2021 Biennial conference.
9. Sent out appropriation reminder letters to auditors.
10. Set up MN Traditions meeting with Ramsey county AIS committee via zoom.
11. Sent zoom meeting invite to MHHCP technical team.
12. Responded to email to be part of a DNR online County AIS workshop. This is another opportunity to network with AIS coordinators across the state and share information about programs that help with AIS prevention.
13. By working with paddling outfitters, I may have been able to sell some guidebooks to Paddlehoppers in Grand Rapids.
14. Potential for the Whiskey Creek LCCMR is moving along. HF 30 now has a companion bill, SF 166. This is the 2020 Environment and Natural Resources Trust Fund (LCCMR) bill. It was passed by the House during last year's regular session and introduced during the first few special sessions. The House and Senate failed to reach agreement on a large environment policy and finance package last year that included this language. The House Environment Chair said he plans to move several pieces of that package early in the session in hopes of getting them passed before work starts on the new budget.
15. Developed agenda for MHB Biennial Conference. Called and talked with Governor's staff to invite Governor Walz to attend.

Meetings & Networking

1. Held Resourcetaintment meeting with Chris Miller, Great River Road, and Megan Christianson, Visit Grand Rapids. We talked about the role each is taking to promote tourism and we determined that Visit Grand Rapids could share photos on MN Traditions website via hastags, and that the GRR will have a marketing and promotional role in the future with signage and resourcetaintment.
2. Had Conversation with Kate Hagsten who works for the Leech Lake Band of Ojibwe to discuss MHB funding for a site being planted to pollinator habitat just East of Big Winni.

The site currently has solar panels on it and they would like to plant native pollinator habitat below the panels to help with habitat.

3. Held meeting with Aitkin Lakes and Rivers Committee and they are looking at doing a float from Hwy. 169 landing to Aitkin County Campground with vendors at the end of the paddle for Resourcetainment. Looking at have a wine tasting, Block North food and beer. It's in the planning stages now, but the MHB would like to coordinate dates across the counties.
4. Held conversation with Beltrami county about using our MN Traditions videos for their Paul Bunyan TV campaign. Drew up contract to finalize plans.
5. Virtually attended Little Falls city council meeting to update them on signage and resourcetainment project.
6. The city of Bemidji is interested in doing a stormwater Retrofit analysis which will help implement our MHB Comp. plan and Upper Miss. 1W1P. I communicated with Zach from the SWCD that MHB may have funding available to help jump start the process.

**CROW WING COUNTY
2021 SALARY SCHEDULE**

GRADE	MIN	1/4	MID	3/4	MAX	GRADE
230	\$123,692	\$139,154	\$154,615	\$170,077	\$185,538	230
220	\$110,439	\$124,244	\$138,049	\$151,854	\$165,659	220
210	\$98,606	\$110,932	\$123,258	\$135,584	\$147,910	210
200	\$88,042	\$99,047	\$110,052	\$121,057	\$132,062	200
190	\$78,609	\$88,435	\$98,261	\$108,087	\$117,913	190
180	\$70,186	\$78,960	\$87,733	\$96,506	\$105,280	180
170	\$62,666	\$70,500	\$78,333	\$86,166	\$94,000	170
160	\$55,952	\$62,946	\$69,940	\$76,934	\$83,928	160
150	\$49,957	\$56,201	\$62,446	\$68,691	\$74,935	150
140	\$44,604	\$50,180	\$55,755	\$61,331	\$66,906	140
130	\$39,825	\$44,803	\$49,781	\$54,759	\$59,737	130
120	\$35,558	\$40,002	\$44,447	\$48,892	\$53,336	120
110	\$31,748	\$35,717	\$39,685	\$43,654	\$47,622	110
100	\$28,346	\$31,890	\$35,433	\$38,976	\$42,520	100

2021 Performance Based Pay Matrix

PERFORMANCE	MIN-1/4	1/4-MID	MID-3/4	3/4-MAX
Out Performing	+ 2.00%			
Performing	3.50%	3.00%	2.50%	2.00%
Under Performing	0.00%	0.00%	0.00%	0.00%



RESOLUTION 2021-01

Mississippi Headwaters Board

BE IT RESOLVED the MHB Board held an Executive Director closed performance review meeting on **January 29, 2021**.

BE IT FURTHER RESOLVED the MHB Board opened the meeting and the general rating of _____ was decided upon by the Board.

NOW THEREFORE, BE IT RESOLVED, the MHB Board authorizes a performance rating of _____ to the Executive Director and apply the corresponding performance based pay adjustment of _____% prorated back to **January 1, 2021** as published in the performance based pay wage adjustment matrix.

This resolution was adopted by a vote, Ayes ____ Nays:____, of the Mississippi Headwaters Board on **January 29, 2021** and will be made of record in accordance with the Minutes of same.

I, **Anne Marcotte**, Chairperson of the Mississippi Headwaters Board (MHB), do hereby certify that I have compared the foregoing with the original resolution filed in the MHB office on the **29th of January A.D. 2021**, and the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL

At Walker, Minnesota, **this 29th day of January, A.D. 2021**

Anne Marcotte- Chairperson of the Board
