



**Mississippi Headwaters Board
Meeting Agenda
Cass County Board Room Walker, MN**

<https://us02web.zoom.us/j/81090542542>

**January 28, 2022
10:00 am**

10:00 AM

- **Call to Order/Pledge of Allegiance**
- **Officer Election- 2021 Officers-** Chair- Anne Marcotte (Aitkin), Vice Chair- Davin Tinquist (Itasca) Sec./Treasurer- Steve Barrows.

10:05 AM Approve/Amend

- Agenda
- Consent Agenda – December '21 Minutes & Expenses

Correspondence

- January Press Release
- DNR recognition of Minnesota Traditions
- Letter to Betty McCollum

Planning and Zoning (Actions)

- none

Action / Discussion Items:

- Lakepledge in the MHB region- consensus
- Schedule Budget Committee Meeting- action
- Budget Restructure- action
- Resourcetaintment phone technology-action
- Executive Directors report- Discussion

Closed Meeting for Executive Director's Annual Performance Evaluation

- Performance Review Summary
- Resolution 2022-01 (enclosed in Packet)

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

Meeting Adjourned - Thank you

Mtgs: February 25, 2022 10:00 AM- Cass County Courthouse, Walker, MN

Attachment

Draft Minutes

Monthly Expenses

Mississippi Headwaters Board
December 17, 2021
Miss. Headwaters Board Conference Room
322 Laurel St.
Brainerd, MN

Optional interactive technology: <https://us02web.zoom.us/j/87012103052>

MEETING

MINUTES

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

Pledge of Allegiance

Chair Marcotte asked if there were any additions to the agenda. None offered. **M/S (/Van Kempen/Barrows) to approve of the agenda. Motion carried unanimously.**

M/S (Barrows/Van Kempen) to approve of the Consent agenda. Motion carried unanimously.

Correspondence

Tim noted that the article was sent out on 12/1 to all the county newspapers. Comm. Marcotte mentioned that she saw the article in the Grand Rapids Herald. Tim also said that he had the MHB living history video placed on the MN Traditions social media program and sent out to over 55,000 users.

Planning and Zoning

None

Action/Discussion:

1. Pay Equity Report- Tim said this report is needed by the state every 3 years, and that it compares and provides analysis on female and male employees pay. Since the MHB only has one employee, it is pretty easy to fill out. **M/S (Gaalswyk/Barrows) to approve of the pay equity report. Motion carried unanimously.**
2. Mississippi River Restoration and Resilience Initiative- Tim said he was asked by Comm. Marcotte at the AMC conference to follow up on this initiative. He said it is a Bill drafted by Rep. Betty McCollum that will provide funding at a federal level to states and agencies for different focus areas. He said it would probably be structures similarly like the Great Lakes or Chesapeake Bay Initiatives that are currently funded. Comm. Gaalswyk explained that he viewed it from the lens of the formation of the MHB and federal control, but read in other paragraphs that it would be non-regulatory if passed. Comm. Marcotte was curious why the MHB wasn't contacted about this. Comm. Gaalswyk suggested that Tim send a letter from the MHB to Betty McCollum's office to please keep us informed on this matter.

Cultural Resources Inventory Grant- Tim provided a summary of what was discussed at the last meeting and said that he talked with Cass, Morrison, and Crow Wing Environmental Service Directors about how this grant may affect planning and zoning and the variance process. Each ESD thought it wouldn't affect it at all because most of the lots are developed on the Mississippi river. Tim then met with county land commissioners to talk about the grant and discovered that each commissioner has a different experience when trying to get this information from SHiPO. Land Commissioners use information from the state archeology office and SHiPO to determine the presence of cultural resources on timber sale land. Also, some counties utilize a database that displays cultural resource shape files at the 40 acre level which allows them greater knowledge about determination of cultural resources. Discussion ensued and Comm. Newland thought that other entities could do this besides the MHB. Comm. Gaalswyk supported Newland's comments. **M/S (Newland/Gaalswyk) to NOT approve of pursuing this grant opportunity due to other entities ability to pursue it. Motion carried unanimously.**

Executive Directors Report

1. Tim said that he is working with Aitkin county on a potentially new recreational campground on the Miss. river and sent them Comprehensive Plan language on our rules and requirements for campgrounds.
2. Tim said that he is still involved with the land exchange between Bill Heig and the Chippewa National Forest and did a follow up call with Bill to see if he received the necessary paperwork to begin the exchange process.
3. Tim said that the LSOHC funding of \$4.7M just got upgraded to \$5.329M because of the economic forecast. Comm. Gaalswyk stated that he discussed this with the Cass county board and provided them the funding that the MHB is bringing to the local area and they are pleased how the MHB has grown over the past few years. Comm. Marcotte and others agreed.
4. Tim met with YMCA director Shane Riffle and they are planning a joint venture together to create a Miss. river experience with paddleboard, canoe, and kayak races. There would also be a historical tour for non- racers who want to learn more about it from a historical perspective. Resourcetainment activities would follow.
5. The ED's performance review will take place at the January board meeting and Tim said he would follow the same process as last year. Comm. Marcotte said to make sure that the personnel review is sent out twice because Commissioners are busy around this time of year.
6. Resourcetainment Digital Tool- Tim said he noticed two issues when helping with Resourcetainment events. One is that the participant doesn't know about other events in other counties even when they are given a flyer at an event, and counties focus more on their event than other events because their structure is county focused rather than regional focused. Tim said that the MHB could create a community resourcetainment calendar by which participants could scan a QR code and be sent to a webpage which shows all the monthly events and allows you to add it to your phone, Gmail, or Facebook events calendar. This would promote greater awareness and participation of events at a regional scale because a conscious choice would be made to attend or not attend. Comm. Marcotte supported the concept and other board members thought it was a helpful idea.

County Updates: Comm. Gaalswyk said that he was elected to 2nd Vice President for AMC and other board and county members congratulated him. Gaalswyk further explained that Cass county is talking with Sourcewell to look into support or training for mental health issues associated with law enforcement. Those two issues go hand in hand and is looking for ways to work together and abate some of the problems associated with it. Comm. Gaasvig asked what the conflict was in Beltrami county that was stated on the ED's report. Tim said that it was quite a while ago, but he thinks it was about tree removal or structure height. Craig said he would follow up with Brent at the next planning and zoning meeting.

M/S (Gaasvig/Tinquist) to adjourn. Motion carried unanimously.

Chair Anne Marcotte

Executive Director Tim Terrill

| December SFY'22 Budget Summary | | YTD spending/rei mbursement | Projected Budget | % of budget spent | |
|--|-----------------------|-----------------------------------|---------------------|----------------------|--|
| Revenues: | Monthly Amount | | | | Explanation |
| Governor's DNR grant (53290) | | \$75,055.22 | \$124,000.00 | 60.53% | non competitive quarterly reimbursement |
| LSOHC grant (53290) | | \$1,217.97 | \$6,000.00 | 20.30% | LSOHC reimbursement |
| Guidebook sales (58400) | | | \$200.00 | 0.00% | reimbursment for Guidebook sales |
| Enbridge program (58300) | \$5,942.92 | | \$7,000.00 | 0.00% | enbridge reimbursement |
| Miscell. Other revenue (58300) | | \$100.00 | \$3,000.00 | 3.33% | AIS reimbursement & muskie donation |
| MCIT Dividend (58300) | | \$277.00 | \$277.00 | 100.00% | MCIT refund |
| County Support (52990) | | | \$12,000.00 | 0.00% | 8 county support |
| BWSR Grant Stormwater (53090) | | | \$300.00 | 0.00% | competitive reimbursement |
| LCCMR acquisition | | | \$1,000.00 | 0.00% | competitive reimbursement |
| Total | \$5,942.92 | \$1,594.97 | \$28,777.00 | | |
| Expenses: | Monthly Amount | | | | Explanation |
| Salaries/Benefits FICA/Med/PERA/LIFE/LTD/Hlth/ WC(61000) | \$ 11,268.22 | \$43,279.22 | \$103,866.00 | 41.67% | reimbursed by Gov. DNR grant |
| MCIT insurance/work comp/liability (61500) | | | \$3,220.00 | 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) | | \$542.29 | \$500.00 | 108.46% | Biennial Conference hotel rooms for 3 commissioners |
| Commissioner Mileage (62720) | | \$632.79 | \$2,800.00 | 22.60% | reimbursed by Gov. DNR grant |
| Employee Mileage (63320) | \$ 128.58 | \$1,351.18 | \$4,400.00 | 30.71% | reimbursed by Gov. DNR grant |
| Professional Services (62990) | \$ 2,825.00 | \$2,836.05 | \$45,000.00 | 6.30% | CW account. Services, audit |
| Office supplies/operations (64090) | \$ 57.08 | \$802.38 | \$1,400.00 | 57.31% | telephone |
| Training & Registration Fees (63380) | | \$375.00 | \$300.00 | 125.00% | reimbursed by Gov. DNR grant- AMC conf. registration |
| Total | \$14,578.88 | \$50,618.91 | \$164,186.00 | | |

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.

ACCOUNT DETAIL HISTORY FOR 2021 12 TO 2021 12

| ORG YR/PR | OBJECT PROJ JNL EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | NET BUDGET BALANCE |
|-----------|---|----------------------------|-----------|----------|---------|-----|----------------|--------------------|--------------------|
| 74830 | 61000 | Salaries & Wages - Regular | | | | | | | |
| | | | | | | | REVISED BUDGET | | .00 |
| | | | | | PER 01 | | 5,362.08 | 5,362.08 | |
| | | | | | PER 02 | | 5,651.74 | 11,013.82 | |
| | | | | | PER 03 | | 5,523.01 | 16,536.83 | |
| | | | | | PER 04 | | 5,523.00 | 22,059.83 | |
| | | | | | PER 05 | | 5,523.00 | 27,582.83 | |
| | | | | | PER 06 | | 5,523.00 | 33,105.83 | |
| | | | | | PER 07 | | 8,284.53 | 41,390.36 | |
| | | | | | PER 08 | | 5,523.01 | 46,913.37 | |
| | | | | | PER 09 | | 5,523.01 | 52,436.38 | |
| | | | | | PER 10 | | 5,523.01 | 57,959.39 | |
| | | | | | PER 11 | | 5,523.01 | 63,482.40 | |
| 21/12 | 256 12/03/21 | PRJ PR1203 | 1211203 | 1211203 | 1211 | | 2,761.50 | 66,243.90 | |
| | PAY120321 WARRANT=211203 RUN=1 BI-WEEKL | | | | | | | | |
| 21/12 | 649 12/17/21 | PRJ PR1217 | 1211217 | 1211217 | 1211 | | 2,761.50 | 69,005.40 | |
| | PAY121721 WARRANT=211217 RUN=1 BI-WEEKL | | | | | | | | |
| 21/12 | 1618 12/31/21 | PRJ PR1231 | 1211231 | 1211231 | 1211 | | 2,761.50 | 71,766.90 | |
| | PAY123121 WARRANT=211231 RUN=1 BI-WEEKL | | | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 71,766.90 | CREDITS: | | .00 | NET: | 71,766.90 | |
| 74830 | 61200 | Active Insurance | | | | | | | |
| | | | | | | | REVISED BUDGET | | .00 |
| | | | | | PER 01 | | 1,685.31 | 1,685.31 | |
| | | | | | PER 02 | | 1,686.81 | 3,372.12 | |
| | | | | | PER 03 | | 1,686.06 | 5,058.18 | |
| | | | | | PER 04 | | 1,686.06 | 6,744.24 | |
| | | | | | PER 05 | | 1,686.06 | 8,430.30 | |
| | | | | | PER 06 | | 1,701.66 | 10,131.96 | |
| | | | | | PER 07 | | 1,699.82 | 11,831.78 | |
| | | | | | PER 08 | | 1,699.82 | 13,531.60 | |
| | | | | | PER 09 | | 1,699.82 | 15,231.42 | |
| | | | | | PER 10 | | 1,699.82 | 16,931.24 | |
| | | | | | PER 11 | | 1,699.82 | 18,631.06 | |
| 21/12 | 256 12/03/21 | PRJ PR1203 | 1211203 | 1211203 | 1211 | | 861.49 | 19,492.55 | |
| | PAY120321 WARRANT=211203 RUN=1 BI-WEEKL | | | | | | | | |
| 21/12 | 649 12/17/21 | PRJ PR1217 | 1211217 | 1211217 | 1211 | | 891.99 | 20,384.54 | |
| | PAY121721 WARRANT=211217 RUN=1 BI-WEEKL | | | | | | | | |
| 21/12 | 1618 12/31/21 | PRJ PR1231 | 1211231 | 1211231 | 1211 | | 13.30 | 20,397.84 | |
| | PAY123121 WARRANT=211231 RUN=1 BI-WEEKL | | | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 20,397.84 | CREDITS: | | .00 | NET: | 20,397.84 | |

ACCOUNT DETAIL HISTORY FOR 2021 12 TO 2021 12

| 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 | | 772.64 | 772.64 | |
| | | | | | PER 02 | | 816.54 | 1,589.18 | |
| | | | | | PER 03 | | 797.03 | 2,386.21 | |
| | | | | | PER 04 | | 797.04 | 3,183.25 | |
| | | | | | PER 05 | | 803.15 | 3,986.40 | |
| | | | | | PER 06 | | 797.04 | 4,783.44 | |
| | | | | | PER 07 | | 1,215.42 | 5,998.86 | |
| | | | | | PER 08 | | 797.03 | 6,795.89 | |
| | | | | | PER 09 | | 797.04 | 7,592.93 | |
| | | | | | PER 10 | | 797.04 | 8,389.97 | |
| | | | | | PER 11 | | 797.03 | 9,187.00 | |
| 21/12 | 256 12/03/21 | PRJ PR1203 | 1211203 | 1211203 | 1211 | | 398.51 | 9,585.51 | |
| | PAY120321 WARRANT=211203 | | RUN=1 BI-WEEKL | | | | | | |
| 21/12 | 649 12/17/21 | PRJ PR1217 | 1211217 | 1211217 | 1211 | | 400.05 | 9,985.56 | |
| | PAY121721 WARRANT=211217 | | RUN=1 BI-WEEKL | | | | | | |
| 21/12 | 1618 12/31/21 | PRJ PR1231 | 1211231 | 1211231 | 1211 | | 418.38 | 10,403.94 | |
| | PAY123121 WARRANT=211231 | | RUN=1 BI-WEEKL | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 10,403.94 | | CREDITS: | | .00 | NET: | 10,403.94 |
| 74830 | 62100 | Telephone | | | | | | | REVISED BUDGET .00 |
| | | | | | PER 01 | | 57.08 | 57.08 | |
| | | | | | PER 02 | | 57.28 | 114.36 | |
| | | | | | PER 03 | | 57.32 | 171.68 | |
| | | | | | PER 04 | | 57.28 | 228.96 | |
| | | | | | PER 05 | | 57.22 | 286.18 | |
| | | | | | PER 06 | | 57.16 | 343.34 | |
| | | | | | PER 07 | | 56.86 | 400.20 | |
| | | | | | PER 08 | | 57.17 | 457.37 | |
| | | | | | PER 09 | | 57.36 | 514.73 | |
| | | | | | PER 10 | | 57.55 | 572.28 | |
| | | | | | PER 11 | | 57.07 | 629.35 | |
| 21/12 | 649 12/17/21 | PRJ PR1217 | 1211217 | 1211217 | 1211 | | 55.00 | 684.35 | |
| | PAY121721 WARRANT=211217 | | RUN=1 BI-WEEKL | | | | | | |
| 21/12 | 662 12/21/21 | API 006205 | | 160724 | | 28961 | 1.78 | 686.13 | |
| | W C122121 DECEMBER CTC & 12/21-12/21 | | LD CONSOLIDATED TELECOM | | | | | | |
| 21/12 | 662 12/21/21 | API 006205 | | 160724 | | 28961 | .30 | 686.43 | |
| | W C122121 DECEMBER CTC & 12/21-12/21 | | LD CONSOLIDATED TELECOM | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 686.43 | | CREDITS: | | .00 | NET: | 686.43 |

ACCOUNT DETAIL HISTORY FOR 2021 12 TO 2021 12

| ORG YR/PR | OBJECT PROJ JNL EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | NET BUDGET BALANCE | |
|-----------|-----------------------------|---------------------------|------|-----------------------------|----------------|---------|-----------|--------------------|--------------------|--|
| 74830 | 62680 | Non-Employee Per Diems | | | | | | | | |
| | | | | | REVISED BUDGET | | | | .00 | |
| | | | | | PER 02 | | 200.00 | 200.00 | | |
| | | | | | PER 03 | | 600.00 | 800.00 | | |
| | | | | | PER 04 | | 50.00 | 850.00 | | |
| | | | | | PER 05 | | 200.00 | 1,050.00 | | |
| | | | | | PER 06 | | 450.00 | 1,500.00 | | |
| | | | | | PER 08 | | 100.00 | 1,600.00 | | |
| | | | | | PER 09 | | 200.00 | 1,800.00 | | |
| | | | | | PER 11 | | 500.00 | 2,300.00 | | |
| 21/12 | 991 12/21/21 | API 002809 | | 160764 | | 29021 | 50.00 | 2,350.00 | | |
| | W A122121 12.17.2021 | MHB PER DIEM | | TINQUIST, DAVIN C | | | | | | |
| 21/12 | 991 12/21/21 | API 001099 | | 160765 | | 29008 | 50.00 | 2,400.00 | | |
| | W A122121 12.17.2021 | MHB PER DIEM | | MARCOTTE, ANNE | | | | | | |
| 21/12 | 991 12/21/21 | API 003257 | | 160766 | | 29006 | 50.00 | 2,450.00 | | |
| | W A122121 12.17.2021 | MHB PER DIEM | | GAASVIG, CRAIG | | | | | | |
| 21/12 | 991 12/21/21 | API 002534 | | 160767 | | 29010 | 50.00 | 2,500.00 | | |
| | W A122121 12.17.2021 | MHB PER DIEM | | NEWLAND, DEAN | | | | | | |
| 21/12 | 991 12/21/21 | API 100532 | | 160768 | | 1936052 | 50.00 | 2,550.00 | | |
| | W A122121 12.17.2021 | MHB PER DIEM | | FOR MI MORRISON COUNTY AUDI | | | | | | |
| 21/12 | 991 12/21/21 | API 003356 | | 160769 | | 29007 | 50.00 | 2,600.00 | | |
| | W A122121 12.17.2021 | MHB PER DIEM | | FOR TE HUBBARD COUNTY TREAS | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | | 2,600.00 | CREDITS: | | .00 | NET: | 2,600.00 | |
| 74830 | 62990 | Prof. & Tech. Fee - Other | | | | | | | | |
| | | | | | REVISED BUDGET | | | | .00 | |
| | | | | | PER 01 | | 10,692.83 | 10,692.83 | | |
| | | | | | PER 02 | | 525.00 | 11,217.83 | | |
| | | | | | PER 03 | | 96,595.00 | 107,812.83 | | |
| | | | | | PER 04 | | 56,018.05 | 163,830.88 | | |
| | | | | | PER 05 | | 525.00 | 164,355.88 | | |
| | | | | | PER 06 | | 30,525.00 | 194,880.88 | | |
| | | | | | PER 07 | | 6,971.41 | 201,852.29 | | |
| | | | | | PER 08 | | 6,925.00 | 208,777.29 | | |
| | | | | | PER 09 | | 525.00 | 209,302.29 | | |
| | | | | | PER 10 | | 6,004.30 | 215,306.59 | | |
| | | | | | PER 11 | | 547.50 | 215,854.09 | | |
| 21/12 | 1769 12/31/21 | API 101649 | | 161532 | | 1936299 | 4,777.50 | 220,631.59 | | |
| | W A010422 4TH QUARTER 2021 | WEST LSOHC | | WEST COMMUNICATIONS | | | | | | |
| 21/12 | 1769 12/31/21 | API 001802 | | 161533 | | 29131 | 2,300.00 | 222,931.59 | | |
| | W A010422 | HEINECKE AUDIT | | HEINECKE HUGH | | | | | | |
| 21/12 | 1830 12/31/21 | GEN | | | | | 525.00 | 223,456.59 | | |

ACCOUNT DETAIL HISTORY FOR 2021 12 TO 2021 12

| ORG YR/PR | OBJECT JNL | PROJ EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | NET BUDGET BALANCE | | | |
|-----------------------------|------------|------------------|------------|---------------------|----------|---------|----|--------|--------------------|--------------------|-----|--|--|
| RECURRING FINANCIAL SERVICE | | | | | | | | | | | | | |
| LEDGER BALANCES --- DEBITS: | | | 223,456.59 | | CREDITS: | | | .00 | NET: | 223,456.59 | | | |
| 74830 | 63320 | Employee Mileage | | | | | | | | | | | |
| | | | | | | | | | | REVISED BUDGET | .00 | | |
| | | | | | | | | PER 04 | 166.10 | 166.10 | | | |
| | | | | | | | | PER 07 | 280.18 | 446.28 | | | |
| | | | | | | | | PER 08 | 497.28 | 943.56 | | | |
| | | | | | | | | PER 09 | 240.80 | 1,184.36 | | | |
| | | | | | | | | PER 10 | 214.20 | 1,398.56 | | | |
| | | | | | | | | PER 11 | 118.72 | 1,517.28 | | | |
| 21/12 | 1298 | 12/27/21 | GNI NOV | | | | | | | | | | |
| | WF | PCARD | 1434 | -Bowen Lodge | | | | | | | | | |
| | | | | TIM TERRILL - OOP | | | | | | | | | |
| 21/12 | 1298 | 12/27/21 | GNI NOV | | | | | | | | | | |
| | WF | PCARD | 1434 | -Advisory Committee | | | | | | | | | |
| | | | | TIM TERRILL - OOP | | | | | | | | | |
| LEDGER BALANCES --- DEBITS: | | | 1,645.86 | | CREDITS: | | | .00 | NET: | 1,645.86 | | | |
| GRAND TOTAL --- DEBITS: | | | 330,957.56 | | CREDITS: | | | .00 | NET: | 330,957.56 | | | |

23 Records printed

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



PROTECTING THE FIRST 400 MILES

IMMEDIATE PRESS RELEASE 1/1/22

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Mississippi Headwaters Board Considers a proposal for a Cultural Resource Inventory Grant

Many of us in our daily life have been exposed to the archaeology and the cultural resources field by watching movies like *Indiana Jones and the Temple of Doom* or *National Treasure*. The Mississippi Headwaters Board (MHB) received more in-depth exposure on cultural resources at their last board meeting by inviting a consultant to present an opportunity to conduct a visual survey of known cultural resources on the first 400 miles of the Mississippi river corridor. After the presentation, the Executive Director explained how this could benefit historical societies, planning and zoning, county land commissioners, and native American tribes. While the board thought the information was helpful, some didn't see the value and thought that this responsibility was placed on other state agencies. Ultimately the MHB board decided not to pursue this opportunity but were pleased they were presented the information. This is one example how the board carefully evaluates opportunities to prevent duplication of efforts and help protect the cultural values of the Mississippi river.



Mississippi Headwaters Board

Crow Wing County Land Service Bldg. - 322 Laurel St. Ste. 34- Brainerd, MN 56401

Web Site: www.mississippiheadwaters.org

12/29/21

The Honorable Betty McCollum
2256 Rayburn House Office Building
Washington, DC 20515

Congresswoman McCollum,

The **Mississippi Headwaters Board (MHB)** is an eight-county (Aitkin, Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, and Morrison) joint-powers board which was united in 1980 with the signing of the Joint-Powers Agreement (Appendix 5). In 1981, the Minnesota legislature duly authorized MHB to preserve and protect the outstanding and unique natural, scientific, historical, recreational, and cultural values of the first 400 miles of the Mississippi River. (See Minn. Stat. § 103F.361, Subd. (1) and (2); Minn. Stat. § 103F.361-377, Appendix 6.). The MHB's mission is to enhance and protect outstanding and unique natural, scientific, historical, recreational, and cultural values in the first 400 miles of the Mississippi River from its source at Lake Itasca in Clearwater County to the southerly boundary of Morrison County. To learn more about our formation and history, please go to <https://www.mississippiheadwaters.org/> and click on the Living History video.

It has come to the MHB's attention that Congresswoman Betty McCollum has sponsored a bill (MN-04) titled the Mississippi River Restoration & Resilience Initiative Act of 2021 to help establish goals of systematic, large-scale restoration of the Mississippi corridor. We understand that the National Association of Counties and the Association of Minnesota Counties support this bipartisan effort, and we would appreciate any updates on progress of the MRRRI legislation as they occur. We realize that if this legislation were to pass that the MHB would be a prominent partner in it.

Thank you for your work on this legislation and let us know if we can be helpful to you as you guide it through Congress.

Sincerely,

Tim Terrill
Executive Director

Planning and Zoning

None

Action/Discussion

Lakepledge in the MHB region- consensus
Schedule Budget Committee Meeting- action
Budget Restructure- action
Resourcetaintment phone technology-action
Executive Directors report- Discussion

Executive Director Report

December - January 2021

Personnel, Budget, Administration, Information & Education, Correspondence

1. Reviewed monthly budget.
2. Prepared monthly agenda packet.
3. Sent in monthly expense report.
4. Sent press release to newspapers.
5. Sent press release to Minnesota Traditions.
6. Reviewed potential variances that may be coming before the Board next month.
7. Scheduled audit with Hugh Heineke.
8. Sent Letter to Congresswoman Betty McCollum office requesting to be kept informed of MRRRI that is going through congress.
9. Updated billing rate according to budget increase.
10. Worked on updating budget for sfy2023
11. Received most of the edits for signage back from administrators.
12. Received appraisal from Whiskey Creek project. It came in under budget!
13. Working with the city of Brainerd to secure Kiwanis Park for our Paddling Day event.
We need to list the city as additional insured for the event to occur.
14. Sent out AIS invoices to county's and SWCD's that have a confirmed commitment to MN Traditions.
15. 2022 AIS videos posted online.
16. Talked with Aitkin, USDA, and Itasca State park about paddling programs for this year.
17. Received certificate from MCIT for Paddling day and sent to city of Brainerd to reserve Kiwanis Park for Paddling Day.

Meetings & Networking

1. Worked with IT specialist to develop a resourcetainment webpage to the MHB website.
We are currently working out the "bugs" to make it consistent with all phones.
2. Wrote letter to Congresswoman Betty McCollum to request updates on the MRRRI legislation as it progresses through congress in 2022.
3. Talked with Katie from the Initiative Foundation about a Little Falls resourcetainment event. There is a new board and they will discuss in February insurance and profitability of another event.
4. Sent email to Assist. DNR Commissioner Bob Meier thanking him for mentioning us at a listening session, and requesting a meeting with DNR leadership.
5. Provided comment on letter from Bowlen Lodge the Chippewa National Forest regarding a land exchange.
6. Working with the city of Brainerd to secure Kiwanis Park for our Paddling Day event.
7. Attended MN Pollution Control Agency cycle 2 Leech Lake River watershed monitoring meeting.