



**Mississippi Headwaters Board
Meeting Agenda
Cass County Board Room Walker, MN
<https://us02web.zoom.us/j/86009087792>
September 22, 2023
10:00 am**

10:00 AM

- Call to Order/Pledge of Allegiance

10:05 AM Approve/Amend

- Agenda
- Consent Agenda – August '23 Minutes & Expenses

Correspondence

- Whiskey Creek Groundbreaking ceremony
- 2023 MAPCED award application
- August Press Release
- Comm. Smith testifying before federal sub-committee

Planning and Zoning (Actions)

- H9a23- Hubbard Ordinance change

Action / Discussion Items:

- Commissioners Biennial Conference speech
- 2024 High School List
- Executive Directors report

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

Meeting Adjourned - Thank you

Mtgs:

October 27, 2023- 9:00 AM- MHB Biennial Conference, Breezy Point Resort
November 24, 2023 10:00 AM- MHB Monthly Meeting, Walker, MN

Attachment

Draft Minutes

Monthly Expenses

Mississippi Headwaters Board
July 28, 2023
Cass County Board Room
322 Laurel St.
Brainerd, MN

Optional interactive technology: <https://us02web.zoom.us/j/82376644615>

MEETING
MINUTES

Members present by Roll Call: Ted VanKempen (Hubbard), Dean Newland (Clearwater), Steve Barrows (Crow Wing), Craig Gaasvig (Beltrami), Bobby Kasper (Morrison), and Tim Terrill (Executive Director).

Others Present: Matt Murray (Murray Surveying), Dave Haberman, Cathy Williams, Steve Keranen (Hubbard County Commissioner alternate

Pledge of Allegiance

Chair Van Kempen asked if there were any additions to the agenda.

Tim requested that the Strommen email be moved under action and discussion items due to new information.

M/S (Barrows/Gaasvig) to approve of the agenda. Motion carried unanimously.

Chair Van Kempen asked for approval to the consent agenda. **M/S (Newland/Barrows) to approve of the Consent agenda. Motion carried unanimously.**

Correspondence

The August press release was shown to the board and it discussed the MHHCP easement and acquisition program and how it is helping to preserve the land in conservation.

Tim provided an email from Randolph Briley who wants to connect with him to discuss the creation of the new Outdoor Recreation Industry Partnership. He plans to meet with Randolph in September or October to discuss what the MHB is doing in outdoor recreation and see how the DNR plans to implement outdoor recreation.

Tim provided a picture of the Army Corps of Engineers ribbon cutting ceremony and said that there was around 20 people in attendance. He gave a five minute presentation at the event in which he discussed the formal agreement between the MHB and the Army Corps to put up signage on the Miss. river.

Tim provided a summary from the Morrison SWCD about their Soil Health Field Day. Around 120 farmers and consumers attended and speakers from across MN promoted the benefits of soil health practices.

Planning and Zoning

GBA8a23- Haberman Variance- Matt Murray from Murray surveying presented the variance to the board for an additional increase in impervious surface of 15.3 percent. Discussion ensued and Comm. Barrows asked if the board discussed the impervious surface increasing to 40.3 percent. Matt said that it was discussed, and because of the narrow and short lots located in this area, a small, modest addition of a garage really increases the percentages. Comm. Van Kempen emphasized the same point as well, but was glad to see that conditions were set in place to mitigate the impervious surface runoff down to 25 percent. **M/S (Gaasvig/Kasper) to approve of the Haberman Variance. Motion carried unanimously.**

Action/Discussion:

1. Miss. River Cities and Towns Initiative- Tim showed a picture of the MRCTI webpage and said he was invited to speak at the conference in mid-September due to Comm. Strommen introducing him to the event director. Tim said the conference is free so any Comm. wanting to attend can go.
2. Comm. Strommen email- Tim showed the board a picture of the email sent to him by DNR Comm. Strommen saying she liked Tim's idea about reaching out to local organization to give input on public water accesses (PWAs). Tim read a draft email that he planned to send to Land Comm. and AIS coordinators to provide input on rehabilitating PWA's. After listening, the board informed Tim to send the letter to MHB Commissioners and then they would send it on to staff to evaluate PWAs. Discussion ensued and Commissioners thought it best to keep the scope contained to MHB DNR administered accesses on the Miss. river and Headwaters Lakes rather than go county wide. Comm. Barrows said that keeping the scope narrow will help reduce workload and keep MHB focused on our mission. They also set a due date of September 15th for it to be completed and sent to Tim so he could forward it on to the DNR.
3. Gantt program review- Tim went over the MHB programs and showed the progress on a Gantt chart.
4. MHB recreational website- Tim updated the MHB recreational webpage and showed how he converted public water accesses with no 911 addresses to links where the user can click on the link and go directly to google map showing where the access is located. He said it was helpful for users to know where the access are located if they are not from this area. Commissioners thought this was helpful when people are planning their trip.
5. Comm. Gaasvig asked Tim how things were going with the high school visitations. Tim provided a spreadsheet of high schools he visited in winter 2023 and plans to visit Crosby/Ironton and Royalton in winter 2024. Commissioners asked Tim to expand the list to private schools, high schools not on the Miss. river, and alternative learning schools.

Executive Director's Report

1. Tim talked with Northern Township officials as they will be doing their own zoning in 2024. He gathered names and email for contacts.
2. Tim attended the Crow Wing County budget committee meeting requesting \$1500 for next year's budget.
3. Tim provided an update on the Miss. river UpRiver race in which nine people attended. Tim said he began talks now with YMCA director Shane Riffle to plan for next year. Comm. Barrows talked how they are planning a race and recreational paddle next year and are looking at all the options to increase attendance.
4. Northern Township received a \$5 million grant to create a pond to receive septic waste from 375 residences for treatment. The pond could potentially be located on DNR School Trust Lands. Comm. Gaasvig provided an overview of the project and said they are in the planning stages to use the land for septic treatment. While the money is present, the planning is still in progress. Tim stated that even

though DNR at the local level thinks it's a good idea, DNR State level may have a different opinion. Comm. Barrows agreed with the statement and provided examples of similar cases where there was disagreement between local and statewide concerns. Tim thought that maybe the best way to help Northern township was to have a meeting with Comm. Strommen and Aaron VandeLinde who is the school trust lands asset manager and discuss the importance of this project. The board thought that this might be a path to pursue at sometime in the future. If the project is completed, over 80% of Bemidji lake will be public sewerage.

5. The acquisition of Whiskey Creek will take place on 9/1/23.

County & Legislative Updates

Comm Gaasvig said that they received a donation of land from a donor so they can build a jail in Beltrami county. This will save the county around three-quarters of a million dollars for the project.

Comm. Van Kempen introduced the board to the Hubbard county commissioner Steve Keranen. He will be an alternate in case Van Kempen can't make a meeting.

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

Ted Van Kempen, Chairman of the Board

Executive Director Tim Terrill

August SFY'24 Budget Summary		YTD spending/rei mbursement	Projected Budget	% of budget spent	
<u>Revenues:</u>	<u>Monthly Amount</u>				<u>Notes</u>
Governor's DNR grant (53290)	\$33,191.70		\$124,000.00	0.00%	non competitive quarterly reimbursement
LSOHC grant (53290)	\$1,683.55		\$8,000.00	0.00%	LSOHC reimbursement
Guidebook sales (58400)	\$100.00		\$200.00	0.00%	reimbursment for Guidebook sales
Enbridge program (58300)			\$11,000.00	0.00%	enbridge reimbursement
Miscell. Other revenue (58300)			\$9,000.00	0.00%	AIS reimbursement + Aitkin economic developent
MCIT Dividend (58300)			\$42.00	0.00%	MCIT refund
County Support (52990)			\$12,000.00	0.00%	8 county support
LCCMR acquisition			\$1,780.00	0.00%	competitive reimbursement
Total	\$34,975.25	\$0.00	\$40,242.00		
<u>Expenses:</u>	<u>Monthly Amount</u>				<u>Notes</u>
Salaries/Benefits FICA/Med/PERA/LIFE/LTD/Hlth/ WC(61000)	\$ 8,391.58	\$ 8,391.57	\$ 116,691.00	7.19%	reimbursed by Gov. DNR grant
MCIT insurance/work comp/liability (61500)			\$ 2,563.00	0.00%	reimbursed by Gov. DNR grant
MHB board Per Diem (62680)	\$ 500.00		\$ 2,300.00	0.00%	reimbursed by Gov. DNR grant
Hotel/Meals/travel exp. (63340)	\$ 45.67	\$ 68.88	\$ 1,000.00	6.89%	reimbursed by Gov. DNR grant
Commissioner Mileage (62720)	\$ 436.92		\$ 2,500.00	0.00%	reimbursed by Gov. DNR grant
Employee Mileage (63320)	\$ 345.20	\$ 667.43	\$ 3,700.00	18.04%	reimbursed by Gov. DNR grant
Professional Services (62990)	\$ 537.75	\$ 600.51	\$ 35,000.00	1.72%	CW financial + parking
Office supplies/operations (64090)	\$ 531.06	\$ 1,128.81	\$ 1,600.00	70.55%	
Training & Registration Fees (63380)			\$ 800.00	0.00%	conferences
Total	\$ 10,788.18	\$ 10,857.20	\$ 166,154.00		

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 2023 08 TO 2023 08

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC	REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
74830	53180			Environmental	Assistance	/MPCA					
								REVISED BUDGET			.00
23/08	1343	08/23/23	GNI						-368.00	-368.00	
	ST OF MN	RECEIPT-23-6990		POLLUTION	CONT						
23/08	1571	08/23/23	GEN						368.00	.00	
	ST OF MN	RECEIPT-23-6990		POLLUTION	CONT						
				LEDGER BALANCES	---	DEBITS:		368.00	CREDITS:	-368.00	NET: .00
74830	53290			Natural	Resources						
								REVISED BUDGET			.00
								PER 02	-27,627.91	-27,627.91	
								PER 05	-29,787.47	-57,415.38	
								PER 06	-12,634.15	-70,049.53	
23/08	634	08/11/23	GNI						-33,191.70	-103,241.23	
	ST OF MN	DNR4Q-23									
23/08	788	08/14/23	GNI						-14,980.80	-118,222.03	
	ST OF MN	DNR OMB 4									
				LEDGER BALANCES	---	DEBITS:		.00	CREDITS:	-118,222.03	NET: -118,222.03
74830	58300			Miscellaneous	Other Revenue						
								REVISED BUDGET			.00
								PER 01	-22,750.00	-22,750.00	
								PER 02	-187,700.00	-210,450.00	
								PER 03	61,725.00	-148,725.00	
								PER 04	-1,000.00	-149,725.00	
								PER 05	-100.00	-149,825.00	
23/08	1721	08/31/23	GNI						-433,200.00	-583,025.00	
	ST OF MN	DNR OMB 3									
23/08	2044	08/29/23	GEN						-100.00	-583,125.00	
	TRANSFER	GUIDEBOOKS									
				LEDGER BALANCES	---	DEBITS:		61,725.00	CREDITS:	-644,850.00	NET: -583,125.00
74830	58400			MHB - Sales							
								REVISED BUDGET			.00
23/08	1599	08/29/23	GNI	569755	Britny.MCC	50968			-100.00	-100.00	
	iNovah	GUIDEBOOKS									
23/08	2044	08/29/23	GEN						100.00	.00	

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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	
TRANSFER GUIDEBOOKS											
LEDGER BALANCES --- DEBITS:					100.00	CREDITS:	-100.00	NET:	.00		
74830	61000	Salaries & wages - Regular									
								REVISED BUDGET		.00	
PER 01								5,802.46	5,802.46		
PER 02								6,107.35	11,909.81		
PER 03								5,976.54	17,886.35		
PER 04								5,976.54	23,862.89		
PER 05								5,976.55	29,839.44		
PER 06								8,964.81	38,804.25		
PER 07								5,976.54	44,780.79		
23/08	545	08/11/23	PRJ pr0811	1230811	1230811	1230		2,988.28	47,769.07		
pay081123 WARRANT=230811 RUN=1 BI-WEEKL											
23/08	1346	08/25/23	PRJ pr0825	1230825	1230825	1230		2,988.27	50,757.34		
pay082523 WARRANT=230825 RUN=1 BI-WEEKL											
LEDGER BALANCES --- DEBITS:					50,757.34	CREDITS:	.00	NET:	50,757.34		
74830	61200	Active Insurance									
								REVISED BUDGET		.00	
PER 01								1,792.38	1,792.38		
PER 02								1,793.46	3,585.84		
PER 03								1,668.46	5,254.30		
PER 04								1,543.46	6,797.76		
PER 05								1,544.54	8,342.30		
PER 06								1,543.46	9,885.76		
PER 07								1,543.46	11,429.22		
23/08	545	08/11/23	PRJ pr0811	1230811	1230811	1230		782.75	12,211.97		
pay081123 WARRANT=230811 RUN=1 BI-WEEKL											
23/08	1346	08/25/23	PRJ pr0825	1230825	1230825	1230		760.71	12,972.68		
pay082523 WARRANT=230825 RUN=1 BI-WEEKL											
LEDGER BALANCES --- DEBITS:					12,972.68	CREDITS:	.00	NET:	12,972.68		
74830	61300	Employee Pension & FICA									
								REVISED BUDGET		.00	
PER 01								837.54	837.54		
PER 02								883.74	1,721.28		
PER 03								867.74	2,589.02		
PER 04								871.56	3,460.58		
PER 05								871.57	4,332.15		

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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
23/08	545	08/11/23	PRJ	pr0811	1230811	1230811	1230	PER 06 PER 07	1,324.30 871.57 435.78	5,656.45 6,528.02 6,963.80	
	pay081123	WARRANT=230811		RUN=1	BI-WEEKL						
23/08	1346	08/25/23	PRJ	pr0825	1230825	1230825	1230		435.79	7,399.59	
	pay082523	WARRANT=230825		RUN=1	BI-WEEKL						
	LEDGER BALANCES --- DEBITS:				7,399.59		CREDITS:	.00	NET:	7,399.59	
74830	62100	Telephone									
							REVISED BUDGET				.00
							PER 01		61.73	61.73	
							PER 02		61.97	123.70	
							PER 03		61.72	185.42	
							PER 04		61.75	247.17	
							PER 05		61.77	308.94	
							PER 06		61.84	370.78	
							PER 07		61.71	432.49	
23/08	955	08/22/23	API	006205		199932	35277		6.63	439.12	
	W C082223	MONTHLY FEE-	COUNTY WIDE			CONSOLIDATED	TELECOM				
23/08	1346	08/25/23	PRJ	pr0825	1230825	1230825	1230		55.00	494.12	
	pay082523	WARRANT=230825		RUN=1	BI-WEEKL						
	LEDGER BALANCES --- DEBITS:				494.12		CREDITS:	.00	NET:	494.12	
74830	62680	Non-Employee Per Diems									
							REVISED BUDGET				.00
							PER 01		100.00	100.00	
							PER 02		200.00	300.00	
							PER 03		213.97	513.97	
							PER 04		-113.97	400.00	
							PER 05		550.00	950.00	
23/08	301	08/01/23	API	006952		198765	35117		50.00	1,000.00	
	W A080123	MHB PER DIEM				MICHAEL KEARNEY					
23/08	301	08/01/23	API	006995		198766	1949629		50.00	1,050.00	
	W A080123	MHB PER DIEM				CORY SMITH					
23/08	301	08/01/23	API	003356		198768	35116		50.00	1,100.00	
	W A080123	MHB MEETING PER DIEM AND MILEA	HUBBARD COUNTY TREAS								
23/08	301	08/01/23	API	003257		198769	35115		50.00	1,150.00	
	W A080123	MHB MEETING PER DIEM MILEAGE	GAASVIG, CRAIG								
23/08	301	08/01/23	API	002534		198770	35118		50.00	1,200.00	
	W A080123	MHB MEETING PER DIEM				NEWLAND, DEAN					

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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
23/08	1585	08/29/23	API	003257		200700		35403	50.00	1,250.00	
	W A082923	MHB MEETING PER DIEM & MILEAGE				GAASVIG, CRAIG					
23/08	1585	08/29/23	API	002534		200702		35405	50.00	1,300.00	
	W A082923	MHB MEETING PER DIEM				NEWLAND, DEAN					
23/08	1585	08/29/23	API	100532		200704		1950298	50.00	1,350.00	
	W A082923	MHB MEETING PER DIEM				MORRISON COUNTY AUDI					
23/08	1585	08/29/23	API	003356		200707		35404	50.00	1,400.00	
	W A082923	MHB MEETING PER DIEM & MILEAGE				HUBBARD COUNTY TREAS					
23/08	2090	08/01/23	APM	100532		198771		1949630	50.00	1,450.00	
	MODIFY	MHB MEETING PER DIEM				MORRISON COUNTY AUDI					
LEDGER BALANCES --- DEBITS:					1,563.97	CREDITS:	-113.97	NET:	1,450.00		
74830	62720	Non-Employee Mileage									
REVISED BUDGET										.00	
						PER 01			104.80	104.80	
						PER 02			203.05	307.85	
						PER 03			229.69	537.54	
						PER 04			113.97	651.51	
						PER 05			572.47	1,223.98	
23/08	301	08/01/23	API	003356		198768		35116	36.68	1,260.66	
	W A080123	MHB MEETING PER DIEM AND MILEA				HUBBARD COUNTY TREAS					
23/08	301	08/01/23	API	003257		198769		35115	66.81	1,327.47	
	W A080123	MHB MEETING PER DIEM MILEAGE				GAASVIG, CRAIG					
23/08	301	08/01/23	API	100532		198771		1949630	50.00	1,377.47	
	W A080123	MHB MEETING PER DIEM				MORRISON COUNTY AUDI					
23/08	301	08/01/23	API	006980		198772		35128	113.97	1,491.44	
	W A080123	MHB MILEAGE				ROBERT F. KASPER					
23/08	1585	08/29/23	API	003257		200700		35403	66.81	1,558.25	
	W A082923	MHB MEETING PER DIEM & MILEAGE				GAASVIG, CRAIG					
23/08	1585	08/29/23	API	006980		200703		35415	113.97	1,672.22	
	W A082923	MHB MEETING MILEAGE				ROBERT F. KASPER					
23/08	1585	08/29/23	API	003356		200707		35404	36.68	1,708.90	
	W A082923	MHB MEETING PER DIEM & MILEAGE				HUBBARD COUNTY TREAS					
23/08	2090	08/01/23	APM	100532		198771		1949630	-50.00	1,658.90	
	MODIFY	MHB MEETING PER DIEM				MORRISON COUNTY AUDI					
LEDGER BALANCES --- DEBITS:					1,708.90	CREDITS:	-50.00	NET:	1,658.90		

ACCOUNT DETAIL HISTORY FOR 2023 08 TO 2023 08

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC	REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE	
74830	62990	Prof. & Tech. Fee - Other						REVISED BUDGET			.00	
							PER 01		9,315.53	9,315.53		
							PER 02		625.00	9,940.53		
							PER 03		1,745.00	11,685.53		
							PER 04		14,756.43	26,441.96		
							PER 05		779.59	27,221.55		
							PER 06		525.00	27,746.55		
							PER 07		15,430.45	43,177.00		
23/08	379	08/08/23	API	009999		198940	35158		12.75	43,189.75		
	W	C080823	PUBLIC	SAFETY	CONSULTING	SERVI	Unknown					
23/08	780	08/15/23	API	009999		199883	35263		150,000.00	193,189.75		
	W	A081523	GOOD	SAM	REMEDATION	Unknown						
23/08	1939	08/31/23	GEN						525.00	193,714.75		
		RECURRING	FINANCIAL	SERVICE								
	LEDGER BALANCES --- DEBITS:				193,714.75	CREDITS:		.00	NET:	193,714.75		
74830	63320	Employee Mileage						REVISED BUDGET			.00	
							PER 01		395.81	395.81		
							PER 02		310.48	706.29		
							PER 03		621.82	1,328.11		
							PER 04		565.68	1,893.79		
							PER 05		200.63	2,094.42		
							PER 06		138.41	2,232.83		
							PER 07		667.43	2,900.26		
23/08	1014	08/18/23	GNI						32.42	2,932.68		
	WF	OOP	1434-Camp Ripley Sentinel mtg									
			TIM TERRILL - OOP - Camp Ripley Sentinel Landscape meeting									
23/08	1014	08/18/23	GNI						33.41	2,966.09		
	WF	OOP	1434-Trommald-Riverton signage									
			TIM TERRILL - OOP - Trommald to Riverton signage mileage run									
23/08	1014	08/18/23	GNI						56.59	3,022.68		
	WF	OOP	1434-mtg with DNR Comm-walker									
			TIM TERRILL - OOP - Meeting with DNR Comm. in Walker									
23/08	1014	08/18/23	GNI						39.37	3,062.05		
	WF	OOP	1434-Little Falls Mill Mark									
			TIM TERRILL - OOP - Little Falls Mill Mark meeting									
23/08	1014	08/18/23	GNI						101.53	3,163.58		
	WF	OOP	1434-Grand Rapids watershed									
			TIM TERRILL - OOP - Grand Rapids watershed 1w1p									
23/08	1014	08/18/23	GNI						68.78	3,232.36		
	WF	OOP	1434-MHB July Board mtg									
			TIM TERRILL - OOP - MHB July Board meeting									
23/08	1014	08/18/23	GNI						13.10	3,245.46		

ACCOUNT DETAIL HISTORY FOR 2023 08 TO 2023 08

ORG YR/PR	OBJECT JNL EFF DATE	PROJ SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
	WF OOP	1434-Up River race mlg							
		TIM TERRILL - OOP - Up River race mileage							
	LEDGER BALANCES --- DEBITS:			3,245.46	CREDITS:		.00	NET:	3,245.46
74830	63340	Hotel & Meals Travel Expense							
					REVISED BUDGET				.00
					PER 01		7.95	7.95	
					PER 02		10.89	18.84	
					PER 03		9.03	27.87	
					PER 04		20.35	48.22	
					PER 05		36.75	84.97	
					PER 06		12.50	97.47	
					PER 07		68.88	166.35	
23/08	1015 08/18/23	GNI					9.81	176.16	
	BREM PCARD	Whiskey Creek Public meeting							
		TIM TERRILL - CULVERS BAXTER - Whiskey Creek Public meeting							
23/08	1015 08/18/23	GNI					8.66	184.82	
	BREM PCARD	Grand Rapids 1W1P							
		TIM TERRILL - CULVERS GRAND RAPIDS - Grand Rapids 1W1P							
23/08	1015 08/18/23	GNI					11.96	196.78	
	BREM PCARD	big Sandy Ribbon cut ceremony							
		TIM TERRILL - MCDONALD'S F28173 - big Sandy Ribbon cutting ceremony							
23/08	1015 08/18/23	GNI					15.24	212.02	
	BREM PCARD	meal with comm. Strommen							
		TIM TERRILL - THE OUTDOORSMAN CAFE - meal with comm. Strommen							
	LEDGER BALANCES --- DEBITS:			212.02	CREDITS:		.00	NET:	212.02
74830	64090	Office Supplies							
					REVISED BUDGET				.00
					PER 01		12.59	12.59	
					PER 02		71.93	84.52	
					PER 03		14.94	99.46	
					PER 05		18.93	118.39	
					PER 07		948.71	1,067.10	
23/08	1015 08/18/23	GNI					167.38	1,234.48	
	BREM PCARD	Adobe annual renewal							
		TIM TERRILL - ADOBE *ADOBE - Adobe annual renewal							
23/08	1015 08/18/23	GNI					107.86	1,342.34	
	BREM PCARD	new printer							
		TIM TERRILL - BEST BUY 00005223 - new printer							
23/08	1015 08/18/23	GNI					17.42	1,359.76	
	BREM PCARD	kayak straps for signage							
		TIM TERRILL - FLEET FARM 2300 - kayak straps for signage							
23/08	1015 08/18/23	GNI					15.06	1,374.82	
	BREM PCARD	mailing of guidebooks							
		TIM TERRILL - USPS PO 2611000401 - mailing of guidebooks							
23/08	1015 08/18/23	GNI					161.71	1,536.53	
	BREM PCARD	Zoom annual renewal							

ACCOUNT DETAIL HISTORY FOR 2023 08 TO 2023 08

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC	REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
TIM TERRILL - ZOOM.US 888-799-9666 - Zoom annual renewal											
LEDGER BALANCES --- DEBITS:					1,536.53	CREDITS:			.00	NET:	1,536.53
GRAND TOTAL --- DEBITS:					335,798.36	CREDITS:			-763,704.00	NET:	-427,905.64

53 Records printed

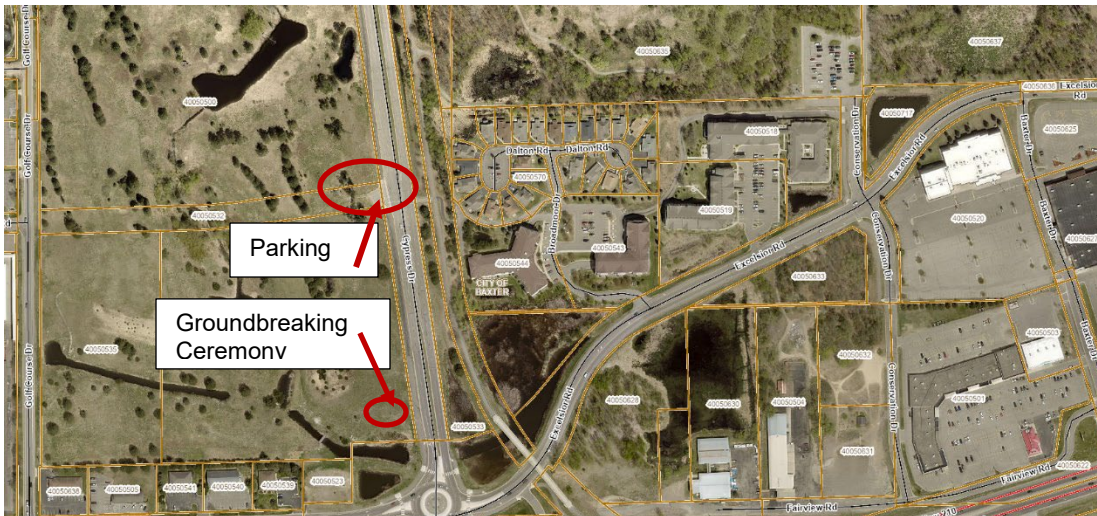
** END OF REPORT - Generated by Korie Wiggins **



Whiskey Creek Stormwater Project Groundbreaking Ceremony Invitation



Tuesday, September 19, 2023, at 3:30 PM



Parking:

Please Park off Cypress Drive on the access path.

Walk down to the Groundbreaking Ceremony

See Map for Details:

See [Google Maps](#) for the exact location: 46.357610, -94.234760

While construction has already commenced, you are formally invited to attend the ceremonious groundbreaking event for this long-awaited project. When completed, the project will:

- Increase water holding capacity on-site, reducing peak flows to the Arboretum and Mississippi River.
- Decrease water pollution that reaches the Mississippi River through the Whiskey Creek Flowage.
- Create a runoff holding area for 400 acres in the City of Baxter along and adjacent to the Highway 371 corridor.

Contact the City of Baxter:

Trevor Walter, Public Works
Director/City Engineer
218.454.5110 or
twalter@baxtermn.gov



Funding for this program is provided by the Clean Water, Land, and Legacy Amendment and the Minnesota Environmental Natural Resources Trust Fund, as recommended by the Legislative-Citizen Commission on Minnesota Resources.



2023 MAPCED Outstanding Economic Development Award

Project/Program Name: * Utilizing Resource Retainment to Retain Workers and Encourage Economic Development Project

County/Counties: * Aitkin County/Mississippi Headwaters Board

A summary of the project, outlining its origins, time frame (including starting date), objectives and accomplishments, significance and impact. Please keep the description clear, concise and free of jargon. *

A program developed by the Mississippi Headwaters Board started in May of 2020 was developed to help promote Mississippi River events that bring about economic development. The project consist of placing signage at key locations and tracking the amount of use based on cell phone scans. It also includes holding events where people kayak or canoe down the Mississippi river, and then have a social hour at the end with beer, whiskey, and wine tasting supplied by the local breweries and stores. In Aitkin County, Signage was set in place, events were tracked, and surveys were conducted and used to quantify economic development in Aitkin County.

Please select a category for this effort: * Partnership

Why does your county feel that this project is a significant economic development effort? *

This project is a first of its kind in the fact that metrics and data is being kept on recreational activities to help provide a conservative estimate of economic development. Over the past three years, \$9,960 was generated through use and resource retainment events, and use on the Miss. river. Resource retainment events consist of a paddle down the Mississippi river followed by a social hour. After these events, there was a noticeable increase in patronage to local restaurants and breweries in the area. Surveys were also completed by event participants and it showed that most of the participants traveled between 20-40 miles, went to local restaurants and craft breweries, and spent between between \$20 - \$50. A key survey question was asked that focused on a person willingness to relocate from a place of low natural resource opportunity to a high natural resource opportunity, and the results showed that natural resource recreation is a definite economic growth factor.

Using the information you've provided above, please provide a brief summary/overview (200 word maximum) of the program and its significance to be used in the conference program: *

This project should be used in a conference program because it is so unique and entertaining to the conference attendees. When economic developer staff hear the presentation they ask themselves how they could implement this in their community, because it combines recreation and natural resource opportunity; community support, and health benefits,
This was presented at the Economic Development Association of MN (EDAM) summer conference in Rochester and it received positive reviews.

Please attach any additional supporting information:



[resourcetaintment doc.pdf 749.42 KB · pdf](#)

Your Name: * Tim Terrill/Mark Jeffers

Your County: * Aitkin

Your Title: * Executive Director/Economic Development Director

Your Email: * timt@mississippiheadwaters.org

Your Phone Number: * 2188388563



IMMEDIATE PRESS RELEASE 9/1/23

Media Contact

Tim Terrill

218-824-1189

timt@mississippiheadwaters.org

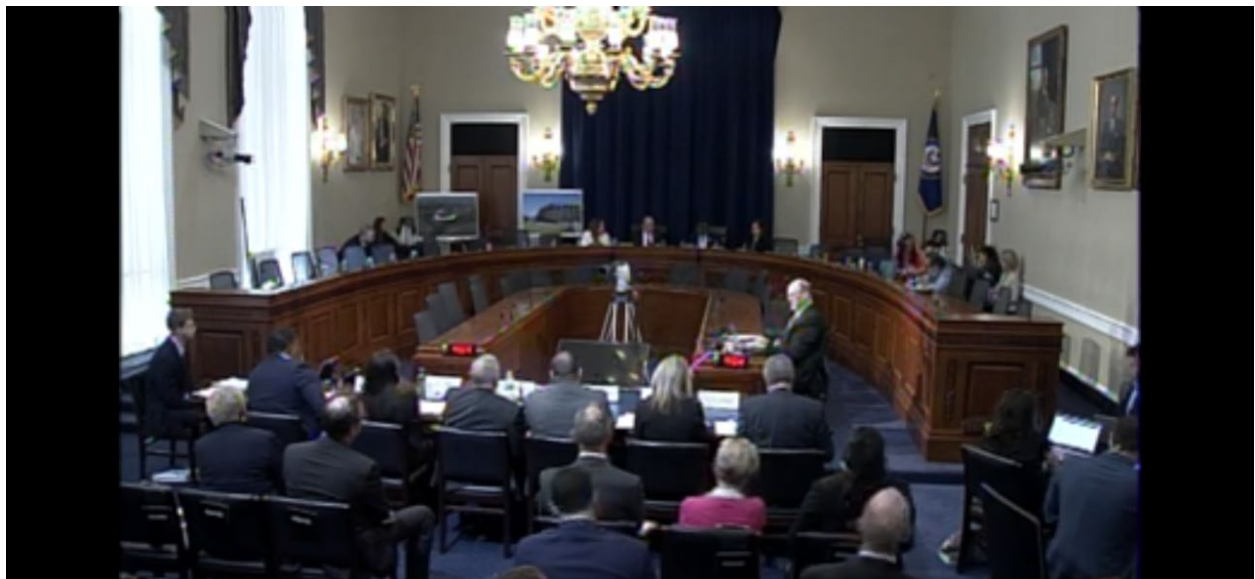
www.mississippiheadwaters.org

322 Laurel St.

Brainerd, MN 56401

Mississippi Headwaters Board Certifies Variance to protect Lake Bemidji

At the Mississippi Headwaters Board (MHB) July board meeting, the board heard a variance that the Greater Bemidji Area Joint Planning Board approved earlier in the month. The variance would reduce the overall impervious surface by one/tenth of a percent on a lakeshore property. Also, a stormwater mitigation plan would be developed and recommend the owner to install a gutter system to the house and direct stormwater to a mitigation system such as a raingarden. Multiple county commissioners agreed that these little, positive decision on small lots make a big impact over time. “By reducing the size of impervious surfaces,” said Director Tim Terrill, “it allows for more water to infiltrate into the ground and reduces the velocity of the water entering the lake. This prevents the occurrence of scouring erosion and allows water to infiltrate into the ground the way nature intended.” The board agreed and chose to certify the variance so it could be implemented in a timely manner.



Planning and Zoning

H9a23- Hubbard Ordinance Change

Hubbard County Shoreland Management Ordinance No. 17

Proposed Amendment No. 21

Article IV

Shoreland Management District Requirements

Section 401. Permitted, Conditional, Special and Non-Permitted Uses

The following table shows the permitted, conditional, interim, and non-permitted uses for each of the shoreland management districts. Uses identified with a (P) are permitted provided that all of the requirements of this Ordinance are complied with. Uses identified with a (C) are allowed provided that the applicant meets the specified conditions for that use as prescribed in this Ordinance, and secures a conditional use permit. Uses identified with an (I) are allowed provided that the applicant meets the specified conditions for that use as prescribed in this Ordinance and secures an interim use permit. Uses identified with an (S) are permitted provided that all of the performance standards identified in Section 402 are met. Uses which are identified as (N) non-permitted, or those uses which are not identified in a particular management district, are not allowed.

Table 1-Use by Public Waters Classification

Use	Public Waters Classification				All Other River Segments
	NE	RD	GD	SP	
Professional Services Business	NC*	C	C	N	CN

*These uses must meet the performance standards identified in Section 402.

Section 402. Special Provisions

The following uses are subject to the following provisions in addition to all other requirements of this Ordinance.

14. Professional services businesses must be consistent with the following provision:

- A. In Natural Environment (NE) classified management districts, a professional services business including any structures devoted partially or wholly to the use and the property on which the business is located cannot be located in Tier 1 (i.e. the first 400' landward of an NE lake's ordinary high water mark.)

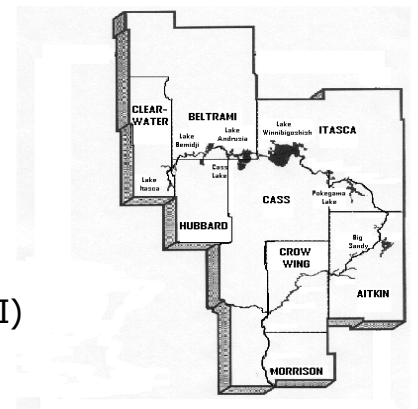
Action/Discussion

Commissioners Biennial Conference speech
2024 High School List
Executive Directors report



Mississippi Headwaters Board Biennial Conference

Breezy Point Resort
9252 Breezy Point Dr.
Breezy Point, MN 56472
Lakeside Ballroom (Located above Marina II)



October 27, 2023
9:00 AM – 1:00 PM

- 8:30 AM** **Check In**
- 9:00 AM** **Pledge of Allegiance & Welcome** – MHB Chairperson Ted Van Kempen
- 9:05 AM** **Legislative Welcome-** MHB Senators and Representatives invited to talk to group.
- 9:15 AM** **Opening Remarks-** John Jaschke (**confirmed**), Board of Water & Soil Resources Executive Director
- 9:25 AM** **MHB Video History** - View a video about the establishment and history of the MHB over the past 40 years.
- 9:40 AM** **Minnesota Traditions Campaign-** See what Aquatic Invasive Species education was done the last few years, and what new opportunities are on the horizon. Chip Leer, Fishing the Wildside. **Morrison Commissioner Bob Kasper-** Because of the tremendous natural resource opportunities available to us on our lakes, rivers, and streams in this region, we owe it to ourselves and our children to protect it from aquatic invasive species. The MHB supports this effort as a way to help counties get their message out to the masses about protection of our water resources and recreational opportunities.
- 10:00 AM** **Mississippi River Recreational Signage & Resourcetainment Project-** Discover how your Mississippi River became an economic boost to the economy through intentionality. Tim Terrill, MHB, Zack Roberts, Eagle Scout, and Mark Jeffers, Aitkin Economic Development. **Aitkin county Commissioner Kearney-** We know that our natural resources generate economic activity, and now the MHB has a way of tracking it on the Mississippi river. The MHB urges you to consider resourcetainment events in your county and promoting the recreational opportunities through our social media campaign. Together we can produce immense economic vitality in our region that will help your county grow economically.
- 10:30 AM** **Mississippi Headwaters Habitat Corridor Project** – Learn how easements and acquisitions come together seamlessly to effectively implement habitat complexes and protect water quality across 400 miles. Will Cooksey, The Trust For Public Land, Bill Penning, Board of Water & Soil Resources, Paula West, Miss. Headwaters Habitat Corridor Coordinator. **Hubbard Commissioner Van Kempen-** Protecting the water quality and habitat of the Mississippi river is vital to the operation of our county. Hubbard county applied this program to preserve targeted forest land in our county along with other MHB counties. MHB works with partners to help make this materialize in an orderly, coordinated fashion, and we support the effort of our partners to enrich the area that we live and work in.
- 11:00AM** **BREAK**
- 11:15 AM** **Regional Stormwater Implementation-** Whiskey Creek Project- Learn how partners banded together to intercept runoff from Hwy 371 in Baxter to protect the Mississippi river. Brad Chapulis, City Administrator. **CW Comm. Steve Barrows-** This project started 10 years ago working with multiple

partners to plan and implement water quality restoration projects that affect the Miss. river. I'm really proud of the MHB and partners who stuck with it and made this vision become a reality.

11:30 AM Honorable Mentions & Lasting Impressions- Discover other programs that are less known about the MHB and how we are helping member counties meet their goals.

11:45 AM Closing Remarks- Sarah Strommen (**confirmed**), MN Dept. of Natural Resources Commissioner

12:00 PM- Lunch Provided, Seltzer Sampling

Adjourn at 1:00 pm.

2024 schools Private and Public

<u>School</u>	<u>name</u>	<u>contact info</u>
Crosby Ironton	Nikki Doyle	218.545.8800 711 Poplar St. crosby
Royalton High School	Robin Bartkowizz	320.584.4000 120 S. Hawthorn St.
Pequot Lakes		218.568.9210 30805 Olson St. pequot
Oak Street Christian		218.828.9660 2910 Oak St. Brainerd
St. Francis of the Lakes Catholic		218.829.2344 817 Juniper St. Brainerd
Lake Region Christian		218.828.1226 7398 Fairview Rd. N. Baxter
Aitkin Alternative Learning		218.927.3421 12 7th Ave. NW Aitkin
Itaskin Education Center		218.322.4129 1880 River Rd. Grand Rapids
Heartland Christian Academy		218.751.1751 9914 Heartland Circle NW Bemidji
Kingdom builders christian		218.444.5227 414a Lincoln Av. SE Bemidji
St. Philips Catholic		218.444.4938 702 Beltrami Ave. NW Bemidji
TrekNorth High school		218.444.1893 2400 Pine Ridge Ave. NW Bemidji
Voyageurs Expeditionary scho		218.444.3130 3724 Bemidji Ave N. Bemidji
Park Rapids High		218.237.6400 301 Huntsinger ave. Park Rapids
LaPorte public		218.224.2288 315 Main St. W. Laporte
Bagley Senior High		218.694.3120 202 Bagley Ave. NW Bagley
FHL Academy		218.694.2048 18633 350th St. Bagley
Bagley Alternative high		218.694.3268 204 Park Ave. NW Bagley

Teaching About Potential Careers

Students want their schools to provide more information on potential career pathways.



Executive Director Report

August - September 2023

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. Reviewed monthly variances as they are brought forward by counties.
6. Sent Letter of Support with updated date change to allow The Nature Conservancy to be a non-federal sponsor.
7. Began organizing forms that need to be submitted to DNR and LCCMR.

Meetings & Networking

1. Attended Mill Park advisory meeting in Little Falls. We visited the park and then met back at City Hall to plan out a survey that will be conducted in October. The DNR is looking to install a fish passage around the dam which will be a large water feature in the park.
2. Attended the LSOHC hearing and testified to request \$9.270M from the council. The hearing went well and I am hoping to be appropriated around \$3M next July for easements and acquisitions.
3. Re-sent letters of support for the land exchange to Tom Glass, Western Land Alliance, so he can include them in the briefing which is scheduled to be heard mid-September. If all goes well, the bill will be heard by the sub-committee, then passed to the full committee, and then sent to the US House for inclusion on the House agenda. From there, hopefully Klobuchar's office will pick it up, accept it as is, and send it on to the president for signing. That's a perfect world scenario.
4. \$433,200 was sent to Baxter for the Whiskey Creek project. I am waiting on another payment of \$63,300 to send to them as well, and should arrive by the end of September.
5. Sent letter to MHB Commissioners asking them to commit staff for the assessment of PWA's so that I can send a report to DNR.
6. DNR regional director Theresa Ebbenga is working to set up a meeting between Comm. Gaasvig, Comm. Carlson, myself, and Arron Vandelinde to discuss school trust lands and the potential opportunity to develop an 80 acre pond on a school trust land in Bemidji.
7. Responded to preliminary planning request from Camp Ripley for a 3000 sf expansion to the Range Control site. Working with Morrison county to determine a process since Camp Ripley is a federal facility.

8. Responded to an inquiry from the city of Brainerd about our MHB role on a washout that occurred on the Mississippi in Brainerd across from the Lyman White Park. I informed them that the MHB has no jurisdiction in the city limits.
9. Attended Miss. river Grand Rapids 1W1P and provide comment on prioritization of issues within the watershed.
10. Attended MRCTI conference in Bemidji and gave a speech about the formation of the Miss. Headwaters Board to around 140 Mayors. I also talked about design thinking.