



**Mississippi Headwaters Board
Meeting Agenda
Cass County Board Room
Walker, MN
<https://us02web.zoom.us/j/81054960046>
March 22, 2024
10:00 am**

10:00 AM

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

10:05 AM Approve/Amend

- **Agenda**
- **Consent Agenda – February '24 Minutes & Expenses**

Correspondence

- **March Press Release**
- **WDIO press release**

Planning and Zoning (Actions)

- **M3a24- Chamberlain Variance**

Action / Discussion Items:

- **Board Picture**
- **SFY '25 Budget & Annual Work Plan- Approval**
- **Executive Directors report-Discussion**

Misc: Legislature Update (if any), County Updates

Meeting Adjourned - Thank you

Mtgs:

April 26, 2024 10:00 AM- MHB Monthly Meeting, Walker, MN

Mississippi Headwaters Board
February 23, 2024
Cass County Board Room Walker, MN
Optional interactive technology: <https://us02web.zoom.us/j/81179342418>

MEETING
MINUTES

Members present: Ted Van Kempen (Hubbard), Craig Gaasvig (Beltrami), Bobby Kasper (Morrison), Cory Smith (interactive Itasca), Scott Bruns (Cass), Steve Barrows (interactive Crow Wing), Dean Newland (interactive Clearwater), and Tim Terrill (Executive Director).

Video Interactive Reasons: Commissioners attending interactively is due to scheduling differences.

Others Present: Eric Buitenwerf

Pledge of Allegiance

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

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

Chair Van Kempen asked for approval to the consent agenda. Comm. Barrows noted that there is a confusion on the monthly budget spreadsheet on the line item of LCCMR acquisition and Miscellaneous Other Revenue. Tim explained that in an effort to make the spreadsheet more understandable, he created a line item for LCCMR acquisition, but realistically it falls under the miscellaneous other revenue line item. Tim said he would correct that misunderstanding by deleting LCCMR acquisition line item and placing it under the miscellaneous other revenue line item. Comm. Barrows also pointed out that the YTD spending column needs to also reflect what the monthly amount is as well to make it correct, and gave an example of where the county support is under the monthly amount but should also be in the YTD spending/reimbursement column as well. Tim said that he would move the line items over into the YTD spending. **M/S (Bruns/Kasper) to approve of the Consent agenda. Motion carried unanimously.**

Correspondence

1. February Press Release- Tim provided a copy of the news release which talked about the board discussion with MN-Fish at the January Board meeting and the board providing direction for Tim to develop a Letter of Support to MN-Fish for board agreed upon items.
2. Tim provided pictures of him testifying before the House Legacy Finance Committee and explained how he gave testimony on how the MHHCP easement and acquisition program is helping simultaneously protect water quality and habitat.

Planning and Zoning

H2a24- Wyman Variance- Eric Buitenwerf from the Hubbard County Planning & Zoning Department explained that there is a variance request to exceed the 25% impervious surface requirement in the Shoreland

Management Ordinance. Eric explained that a new proposed garage would be built on the existing property and that a stormwater plan was developed by the Hubbard SWCD to help mitigate the overage. Comm. Van Kempen said that he reviewed the variance and didn't see any issue with it. Comm. Kasper asked if there were any complaints from the neighbors and Eric replied that there were none. **M/S (Gaasvig/Bruns) to approve of the variance. Motion carried unanimously.**

H2b24- Hubbard Shoreland Ordinance Amendment- Eric Buitenwerf explained that there was a request from a new charter school for a Shoreland Management Ordinance change to allow for schools to be considered for development. The school submitted an application for an amendment and the Hubbard Board of Adjustment approved of the addition with eight performance standards being applied due to multiple factors being considered. Comm. Gaasvig asked why there were two type 1 subsurface sewage treatment system sites part of the special provisions, and Eric explained that when an existing drainfield area fails and is found to be noncompliant, the State SSTS Rules only allow that drainfield area to be reused by placing a new drainfield on the same site when there is absolutely no other undisturbed drainfield site available. This is why the amendment requires documentation that a second suitable drainfield site exists on the property. So if/when the first drainfield area fails, there is a protected backup drainfield area where a replacement drainfield can be constructed. The State SSTS Rules require that all new lots created after 1996 have two suitable drainfield sites on them for this reason. When an existing lot of record doesn't have any suitable area left where a drainfield can be placed, then and only then can a county allow a replacement drainfield to be placed in the same location as the drainfield that failed. When this is allowed to happen, the new replacement drainfield is called an "experimental system" because no one knows how well or long it will operate since the original soil profile and characteristics have been severely altered. This is caused by the original drainfield media having to be removed along with the underlying soil as its pore space can be clogged with effluent/sediment and then clean washed sand having to be placed in the excavated area and the new drainfield media then being placed in or on top of this sand. Comm. Barrows asked Eric if the highway had any concerns about traffic and Eric replied this is a high level amendment to the shoreland ordinance and not a site specific request. At a later date a Conditional Use Permit will need to be issued and looked at in further detail.

Action/Discussion:

1. Board Picture- The board decided to delay the picture due to the change of location and more board members attending via interactive video. They suggested that it be taken at the next board meeting and that members wear their MHB shirts.
2. Formation of Budget and Biennial Conference committee- Tim said that each year we develop a committee to review the budget, and this year he would like to hold a biennial meeting conference as well to discuss agenda and details. Commissioner Van Kempen asked if this would be one or two committees being created, and Tim replied that it could be one committee looking at two agenda items. Commissioner Van Kempen asked if there were any volunteers and Comm. Barrows agreed to serve along with Comm. Van Kempen. Tim said that the meeting could take place using Zoom.

Executive Directors Report

1. Tim said he visited with Holly Holm from Visit Brainerd and Hillary Swanson from the CW Historical Society to talk about planning a Water Museum Excursion paddle on the Mississippi river from Lum Park to Kiwanis Park. We developed some concepts about visiting historical sites that have signage on

the Miss. river, and then having a social hour involving Kumbucha at Kiwanis park. It was decided that the event will be paddled from Lum Park to Kiwanis Park and held simultaneously when the Jaycees Streetdance is being held so attendees can go downtown afterwards.

2. Tim attended a Visit Grand Rapids board meeting to discuss the possibility of creating a Resourcetainment paddle this year and a marketing opportunity similar to Aitkin's Naturally Better campaign for 2025. He was able to connect with Lewis Kellin who is a successful businessman and he is willing to do a paddle and social hour based on my presentation he gave. If this continues as an annual event, Visit Grand Rapids can utilize MN Traditions social media as a marketing opportunity for the future. There will be three organizations participating this year in a Resourcetainment event: Aitkin, Brainerd, and Grand Rapids.
3. Tim met via Zoom with Peter Olson from Wondertech who is planning on building a community Children' museum in Baxter by the Baxter elementary school. Peter is looking for grant opportunities to develop a stormwater system before the building is built, so I referred him to Crow Wing SWCD. Peter is very knowledgeable about this and has implemented children museums in Louisiana and Minnesota. MHB involvement may be future paddling days from that location to CW State Park and/or an LCCMR acquisition/BWSR stormwater. Comm. Barrows commented that MHB involvement would probably be minimal in this, but said that it would be located by the Baxter elementary school and be a good addition to the community. Comm. Gaasvig asked if something like this could be implemented in Beltrami County, and Barrows explained that Sourcewell is a partner in CW county, and he would need to look at a similar organization in his area because Sourcewell has a defined limit of counties they can work with.
4. Tim set up meetings with NW & NE regional DNR to discuss with staff about the workings of the MHB over the past two years. He is using a ppt. that gives a quick summary of what was discussed at the biennial conference.
5. Tim explained that he learned yesterday that there is tribal support for the land exchange between the Chippewa National Forest and Bowen Lodge. This means that there only needs a Bill to be passed in the House and Senate and the process could move forward. Comm. Smith said that calls Rep. Stauber's office to get the Bill passed, but right now it is in markup.

County & Legislative Updates

Comm. Gaasvig said that Beltrami was successful in working with the state on generating a sales tax referendum to help fund the building of a 243 bed jail facility. The Integrity Group was hired as the construction manager for building the jail.

Comm. Van Kempen said that Hubbard County is looking at hiring a county wide economic development authority to help obtain grants and other resources to help their county. Comm. Gaasvig asked Ted if they could talk afterwards to share any info with him because Beltrami county is considering this as well.

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

February SFY'24 Budget Summary		YTD spending/rei mbursement	Projected Budget	% of budget spent	
Revenues:	Monthly Amount				Notes
Governor's DNR grant (53290)	\$ 28,683.79	\$ 93,163.68	\$ 117,800.00	79.09%	non competitive quarterly reimbursement
LSOHC grant (53290)	\$ 1,890.02	\$ 5,082.41	\$ 8,000.00	63.53%	LSOHC reimbursement
Guidebook sales (58400)		\$ 126.00	\$ 200.00	63.00%	reimbursment for Guidebook sales
Enbridge program (58300)		\$ 10,409.92	\$ 11,000.00	94.64%	enbridge reimbursement
Miscell. Other revenue (58300)	\$ 3,907.00	\$ 5,686.88	\$ 9,000.00	63.19%	AIS reimbursement
MCIT Dividend (58300)		\$ 42.00	\$ 42.00	100.00%	MCIT refund
County Support (52990)	\$ 3,000.00	\$ 10,500.00	\$ 12,000.00	87.50%	8 county support
Total	\$ 37,480.81	\$ 31,847.21	\$ 40,242.00		
Expenses:	Monthly Amount				Notes
Salaries/Benefits FICA/Med/PERA/LIFE/LTD/Hlth/ WC(61000)	\$ 9,218.96	\$ 74,091.60	\$ 116,691.00	63.49%	reimbursed by Gov. DNR grant
MCIT insurance/work comp/liability (61500)		\$ 3,081.23	\$ 2,563.00	120.22%	reimbursed by Gov. DNR grant
MHB board Per Diem (62680)	\$ 250.00	\$ 2,000.00	\$ 2,300.00	86.96%	reimbursed by Gov. DNR grant
Hotel/Meals/travel exp. (63340)		\$ 326.07	\$ 1,000.00	32.61%	reimbursed by Gov. DNR grant
Commissioner Mileage (62720)	\$ 251.92	\$ 2,203.44	\$ 2,500.00	88.14%	reimbursed by Gov. DNR grant
Employee Mileage (63320)	\$ 367.16	\$ 3,180.02	\$ 3,500.00	90.86%	reimbursed by Gov. DNR grant
Professional Services (62990)	\$ 525.00	\$ 14,658.07	\$ 35,000.00	41.88%	CW financial
Office supplies/operations (64090)	\$ 61.64	\$ 2,325.03	\$ 2,500.00	93.00%	telephone
Training & Registration Fees (63380)		\$ 400.00	\$ 800.00	50.00%	
Total	\$ 10,674.68	\$102,265.46	\$ 166,854.00		

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 2024 02 TO 2024 02

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC	REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
74830	52990		Local	Grant							
								REVISED BUDGET			.00
								PER 01			
24/02	200	02/01/24	GNI	636836	Britny.McC	52848			-6,000.00	-6,000.00	
	iNovah			Morrison County Support					-1,500.00	-7,500.00	
24/02	921	02/22/24	GNI	638145	Britny.McC	53071			-1,500.00	-9,000.00	
	iNovah			itasca support							
			LEDGER BALANCES	---	DEBITS:	.00		CREDITS:	-9,000.00	NET:	-9,000.00
74830	53290		Natural	Resources							
								REVISED BUDGET			.00
								PER 01			
24/02	329	02/05/24	GNI						-999.88	-999.88	
	ST OF MN			DNR2Q-24					-28,683.79	-29,683.67	
24/02	329	02/05/24	GNI						-14,252.62	-43,936.29	
	ST OF MN			DNR OMB 2							
			LEDGER BALANCES	---	DEBITS:	.00		CREDITS:	-43,936.29	NET:	-43,936.29
74830	58300		Miscellaneous	Other Revenue							
								REVISED BUDGET			.00
								PER 01			
24/02	200	02/01/24	GNI	636837	Britny.McC	52848			-2,250.00	-2,250.00	
	iNovah			LAC QUI PORLE AIS SUPPORT					-2,500.00	-4,750.00	
24/02	253	02/02/24	GNI	636995	Britny.McC	52868			-7,700.00	-12,450.00	
	iNovah			todd AIS support							
24/02	253	02/02/24	GNI	636999	Britny.McC	52868			-5,000.00	-17,450.00	
	iNovah			Brow AIS support							
24/02	253	02/02/24	GNI	636996	Britny.McC	52868			-5,000.00	-22,450.00	
	iNovah			Hennepin AIS support							
24/02	253	02/02/24	GNI	636998	Britny.McC	52868			-500.00	-22,950.00	
	iNovah			Norman AIS Support							
24/02	317	02/05/24	GNI	637100	Britny.McC	52884			-2,000.00	-24,950.00	
	iNovah			Cottonwood AIS funding							
24/02	461	02/12/24	GNI	637527	Britny.McC	52962			-2,000.00	-26,950.00	
	iNovah			Freeborn AID aid							
24/02	461	02/12/24	GNI	637533	Britny.McC	52962			-2,000.00	-28,950.00	

ACCOUNT DETAIL HISTORY FOR 2024 02 TO 2024 02

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC	REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
	iNovah	Sherburne	AID	aid							
24/02	461	02/12/24	GNI	637526	Britny.MCC	52962			-1,000.00	-29,950.00	
	iNovah	lincoln	AIS	aid							
24/02	921	02/22/24	GNI	638146	Britny.MCC	53071			-15,000.00	-44,950.00	
	iNovah	Morrission	AIS	support							
24/02	921	02/22/24	GNI	638147	Britny.MCC	53071			-1,000.00	-45,950.00	
	iNovah	Otter Tail	County								
24/02	921	02/22/24	GNI	638148	Britny.MCC	53071			-5,000.00	-50,950.00	
	iNovah	Itasca	AIS	Support							
	LEDGER BALANCES --- DEBITS:					.00	CREDITS:	-50,950.00	NET:	-50,950.00	
74830	61000	Salaries & Wages - Regular									
							REVISED BUDGET				.00
							PER 01		5,976.55	5,976.55	
24/02	406	02/09/24	PRJ	pr0209	1240209	1240209	1240		3,287.11	9,263.66	
	PAY0209	WARRANT=240209	RUN=1	BI-WEEKL							
24/02	853	02/23/24	PRJ	pr0223	1240223	1240223	1240		3,107.81	12,371.47	
	PAY0223	WARRANT=240223	RUN=1	BI-WEEKL							
	LEDGER BALANCES --- DEBITS:					12,371.47	CREDITS:	.00	NET:	12,371.47	
74830	61200	Active Insurance									
							REVISED BUDGET				.00
							PER 01		1,894.86	1,894.86	
24/02	406	02/09/24	PRJ	pr0209	1240209	1240209	1240		936.41	2,831.27	
	PAY0209	WARRANT=240209	RUN=1	BI-WEEKL							
24/02	853	02/23/24	PRJ	pr0223	1240223	1240223	1240		958.45	3,789.72	
	PAY0223	WARRANT=240223	RUN=1	BI-WEEKL							
	LEDGER BALANCES --- DEBITS:					3,789.72	CREDITS:	.00	NET:	3,789.72	
74830	61300	Employee Pension & FICA									
							REVISED BUDGET				.00
							PER 01		865.81	865.81	
24/02	406	02/09/24	PRJ	pr0209	1240209	1240209	1240		478.16	1,343.97	
	PAY0209	WARRANT=240209	RUN=1	BI-WEEKL							
24/02	853	02/23/24	PRJ	pr0223	1240223	1240223	1240		451.02	1,794.99	

ACCOUNT DETAIL HISTORY FOR 2024 02 TO 2024 02

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
	PAY0223		WARRANT=240223	RUN=1	BI-WEEKL					
			LEDGER BALANCES --- DEBITS:		1,794.99		CREDITS:	.00	NET:	1,794.99
74830	62100		Telephone							
							REVISED BUDGET			.00
							PER 01	61.54	61.54	
24/02	543	02/13/24	API 006205		211364		37042	6.64	68.18	
	W C022024		COUNTY WIDE PHONE BILL		CONSOLIDATED TELECOM					
24/02	853	02/23/24	PRJ pr0223	1240223	1240223	1240		55.00	123.18	
	PAY0223		WARRANT=240223	RUN=1	BI-WEEKL					
			LEDGER BALANCES --- DEBITS:		123.18		CREDITS:	.00	NET:	123.18
74830	62680		Non-Employee Per Diems							
							REVISED BUDGET			.00
							PER 01	250.00	250.00	
24/02	1063	02/27/24	API 006995		211921		1954287	50.00	300.00	
	W A022724		MHB MEETING PER DIEM		CORY SMITH					
24/02	1063	02/27/24	API 002534		211923		37132	50.00	350.00	
	W A022724		MHB MEETING PER DIEM		NEWLAND, DEAN					
24/02	1063	02/27/24	API 100532		211927		1954288	50.00	400.00	
	W A022724		MHB MEETING PER DIEM		MORRISON COUNTY AUDI					
24/02	1063	02/27/24	API 003257		211933		37129	50.00	450.00	
	W A022724		MHB MEETING AND MILEAGE		GAASVIG, CRAIG					
24/02	1063	02/27/24	API 003356		211946		37130	50.00	500.00	
	W A022724		MHB MEETING PER DIEM AND MILEA		HUBBARD COUNTY TREAS					
			LEDGER BALANCES --- DEBITS:		500.00		CREDITS:	.00	NET:	500.00
74830	62720		Non-Employee Mileage							
							REVISED BUDGET			.00
							PER 01	391.28	391.28	
24/02	1063	02/27/24	API 006980		211930		37139	88.44	479.72	
	W A022724		MHB MEETING MILEAGE		ROBERT F. KASPER					
24/02	1063	02/27/24	API 003257		211933		37129	93.80	573.52	
	W A022724		MHB MEETING AND MILEAGE		GAASVIG, CRAIG					
24/02	1063	02/27/24	API 003356		211946		37130	69.68	643.20	

ACCOUNT DETAIL HISTORY FOR 2024 02 TO 2024 02

ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
W A022724 MHB MEETING PER DIEM AND MILEA HUBBARD COUNTY TREAS									
	LEDGER BALANCES --- DEBITS:		643.20		CREDITS:		.00	NET:	643.20
74830	62990	Prof. & Tech. Fee - Other			REVISED BUDGET				.00
					PER 01		16,443.40	16,443.40	
24/02	1391 02/29/24 GEN						525.00	16,968.40	
	RECURRING FINANCIAL SERVICE								
	LEDGER BALANCES --- DEBITS:		16,968.40		CREDITS:		.00	NET:	16,968.40
74830	63320	Employee Mileage			REVISED BUDGET				.00
					PER 01		479.54	479.54	
24/02	1082 02/26/24 GNI						96.48	576.02	
	WF OOP	Ecotourism with Bowen lodge							
		TIM TERRILL-Ecotourism with Bowen lodge							
24/02	1082 02/26/24 GNI						71.02	647.04	
	WF OOP	January board Mtg.							
		TIM TERRILL-January board meeting							
24/02	1082 02/26/24 GNI						199.66	846.70	
	WF OOP	DNR Roundtable							
		TIM TERRILL-DNR Roundtable							
	LEDGER BALANCES --- DEBITS:		846.70		CREDITS:		.00	NET:	846.70
	GRAND TOTAL --- DEBITS:		37,037.66		CREDITS:		-103,886.29	NET:	-66,848.63

36 Records printed

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



IMMEDIATE PRESS RELEASE 3/1/24

Media Contact

Tim Terrill

218-824-1189

timt@mississippiheadwaters.org

www.mississippiheadwaters.org

322 Laurel St.

Brainerd, MN 56401

Mississippi Headwaters Board Elects Leadership at Board Meeting

The Mississippi Headwaters Board met and elected officers for the Chair, Vice Chair, and Secretary/Treasurer. Commissioner Ted Van Kempen accepted the nomination as Chairman and added that he was humbled that the board would allow him to serve the public in that capacity. Comm. Craig Gaasvig accepted the position of Vice Chair and was grateful for the opportunity to use the position to protect the Mississippi river. Comm. Steve Barrows accepted the Secretary/Treasurer position and noted that it will allow him to use his gift of being detail orientated to create a reasonable budget. The board made a final vote and the three were unanimously chosen to their respective positions.

Proposed land exchange involving shoreline on Lake Winnibigoshish moves forward

By WDIO



(Bowen Lodge)

This week, the House Natural Resources Committee voted to advance H.R. 1657 authored by Congressman Pete Stauber, the bipartisan Lake Winnibigoshish Land Exchange Act to exchange 36.7 acres owned by Bowen Lodge for 17.5 acres managed by the U.S. Forest Service (USFS) and the Chippewa National Forest.

Of this legislation's passage out of committee, Stauber stated, "This land exchange is a win-win, which is why it advanced out of the committee with unanimous support. It will grant the Bowen Lodge permanent access to the waterfront, ensuring that guests and residents of Itasca County can partake in recreational opportunities for generations to come, all while helping the Chippewa National Forest achieve its management goals. I look forward to seeing this legislation considered on the House Floor soon."

House Natural Resources Committee Chairman Bruce Westerman stated, "Representative Stauber has been a long-time advocate for public lands and their importance to the outdoor recreation economy. This includes improving access to public lands and addressing local issues that unlock the full potential of our public lands. H.R. 1657 will get Americans outside and exploring the incredible public lands the country has to offer. I want to thank Representative Stauber for his championing these issues and look forward to working with him to pass this bill into law."

Lake Winnibigoshish, also known as Lake Winnie, is located on the Chippewa National Forest and is home to Bowen Lodge. Bowen Lodge is a fishing lodge currently run by Bill and Gail Heig, who have served as incredible stewards of Lake Winnie, while also providing fishing and recreation opportunities to the local community.

Currently, Bowen Lodge has a 20-year agreement with the USFS to lease acreage along the shoreline of Lake Winnie, where the Heigs operate their marina. Under their stewardship, Lake Winnie has remained accessible to the citizens of Itasca County.

Stauber's bill would facilitate a land exchange between Bowen Lodge and the USFS, providing Bowen Lodge permanent access to the lakeshore and marina, along with greater certainty for the greater Itasca County community. In exchange for this land, Bowen Lodge would convey nearby acreage to the USFS, which would then be added to the Chippewa National Forest.

In September 2023, the House Natural Resources Committee's Federal Lands Subcommittee held a legislative hearing to evaluate the bill. At that hearing, the subcommittee heard testimony from Itasca County Commissioner Cory Smith, who testified on the broad local support for Stauber's bill, along with the benefits that this land exchange would provide Minnesotans, particularly the citizens of Itasca County.

Planning and Zoning

M3a24- Chamberlain Variance

CHAMBERLAIN

VARIANCE TO EXPAND A NON-
CONFORMING STRUCTURE AND EXCEED
ALLOWABLE IMPERVIOUS SURFACE; LOCATED
IN SECTION 6, BELLEVUE TOWNSHIP

ORDINANCE REFERENCE

F.1. Standards

The following table establishes the minimum standards for lot size, lot width, structure and ISTS setback, shore impact zone, and structure height for each zoning classification.

The following standards apply to the Corridor:

Classification	Minimum Lot Size	Structure Setback from OHWM	ISTS Setback from OHWM	Lot Width at OHWM and at Building Line	Shore Impact Zone	Structure Height
River Wild	10 acres	200 feet	150 feet	330 feet	100 feet	18 feet
River Scenic	5 acres	150 feet	125 feet	330 feet	75 feet	35 feet
Headwaters Lakes: General Development*	30,000 square feet	100 feet	75 feet	100 feet	50 feet	35 feet
Headwaters Lakes: Recreational Development*	40,000 square feet	100 feet	75 feet	150 feet	50 feet	35 feet
Headwaters Lakes: Natural Environment*	80,000 square feet	150 feet	150 feet	200 feet	75 feet	35 feet

* Unsewered / single dwelling (see Minn. Rules 6120-3300).

** General Development (GD) Lakes, Minn. Rules 6120-3300 reduced lot area for only non-riparian lots serviced by Public Service Districts.

The MHB recognizes that other local government, state, or federal regulations may be more restrictive than the above standards in certain areas or situations. The more restrictive regulations take precedence.



ORDINANCE REFERENCE

D. IMPERVIOUS SURFACE PERFORMANCE STANDARDS

Shoreland District—Shoreland Protection Zone

Impervious surface coverage shall not exceed 25% without a variance. Each plan or practice shall follow county ordinances for design or process.

On lots with total impervious surface coverage that exceeds 25%, a stormwater management plan shall be prepared by either the county, the applicant, or their designated agent, and meet approval of county zoning staff.

V.2. Legal Non-Conforming Uses

D. Existing Uses

All uses in existence prior to July 1, 1992 which are permitted, or conditional uses within the Mississippi Headwaters Corridor that do not meet the minimum lot area, setbacks, or other dimensional requirements of this ordinance are legal nonconforming uses and shall be allowed to continue provided that any structural alteration or addition to a substandard use which will increase the substandard dimensions shall not be allowed.

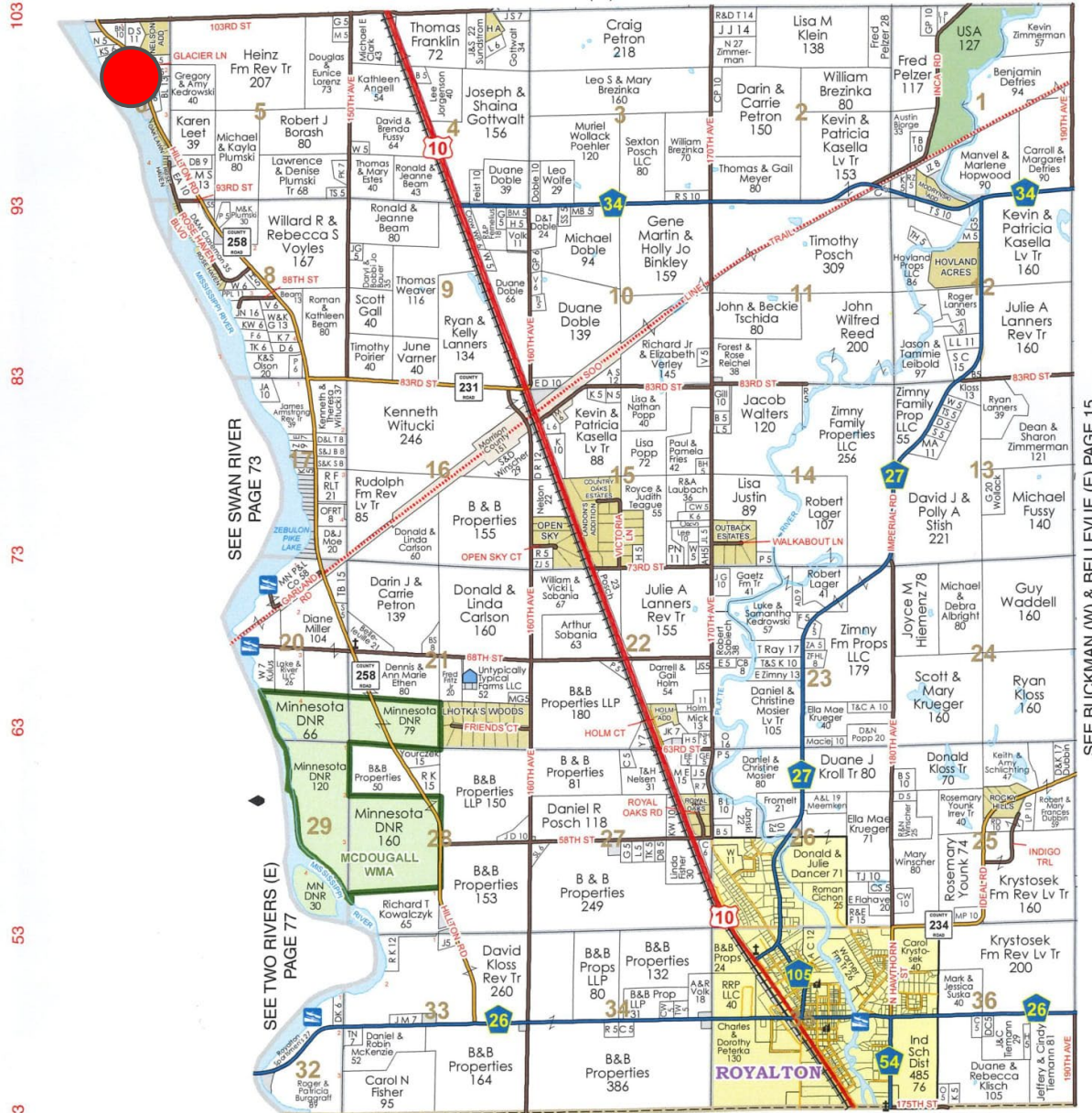


Bellevue (W)

Township 39N - Range 32W

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SEE LITTLE FALLS (W) PAGE 43



140

150

160

170

180

190

13



Morrison County will provide cost effective, high quality
Services to county residents in a friendly and respectful manner.

Land Services Department

213 1st Avenue S.E., Little Falls, MN 56345
Telephone (320) 632-0170
Toll Free 866-401-1111

All Public Hearings will be held in the County
Board Room of the Government Center.

Variance Request

Name of Applicant: William Chamberlain

Address: 2206 Clare Court

City: St. Cloud State: MN Zip: 56301

Property Address: 9385 Rosehaven Blvd.

City: Little Falls State: MN Zip: 56345

E-Mail Address: bill.j.chamberlain@outlook.com

Parcel Number: 03.0534.000 Phone: 320-250-0657

Sec: _____ Twp: _____ Range: _____ Twp. Name: _____

Lake/River Name: Mississippi River

Legal Description: Lot Six (6), Block One (1), Rose Haven, Morrison County, Minnesota

(ATTACH A COPY OF YOUR LEGAL DESCRIPTION OFF YOUR DEED)

TWO SEPARATE CHECKS ARE REQUIRED

Public Hearing Fee: (Non-returnable) \$ 650.00 ^{#15525} to MORRISON COUNTY TREASURER.

Recording Fee: (Non-returnable) \$ 46.00 ^{#15526} to MORRISON COUNTY TREASURER.
(If the property is in Abstract & Torrens two (2) recording fees will be required)

**** APPLICATION WILL NOT BE PROCESSED UNLESS ALL THE REQUIRED
FORMS ARE COMPLETED AND FEES PAID BY THE DEADLINE DATE.

AGREEMENT: I hereby certify that I am the owner of the herein described property, or, have
the written permission of the owner, and that the information contained herein
is accurate.

SIGNATURE

2-19-24
DATE

Please explain your request in detail:

We need to replace our existing deck on our home. Currently the deck doesn't have steps coming off of it. For safety reasons & convenience, we'd like to replace the deck & add steps coming off of it. We'd like to extend the deck to the north by 10 feet so we could then have steps coming off the north end of the deck onto an existing sidewalk. We'd like to screen in the area below the deck so we are able to use that area in the evenings, so we are able to be outside & away from the mosquitoes. We will be adding buffer planting on our property along the river to help preserve the shoreline.

Please explain your practical difficulty:

By extending the deck by 10 feet to the north we will be able to get on & off the deck with just a 5 step stairs. We feel this will make it more accessible as we get older. With a screened in area below the deck we would be able to enjoy the evenings outside.

Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. The board or governing body as the case may be may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

Background Information. Landowner Variance Request

State Statutes section 394.27 provides the property owner the right to apply for relief from the strict enforcement of the county land use ordinance. An area variance may be granted only where the strict enforcement of county zoning controls will result in "practical difficulty." A determination that a "practical difficulty" exists is based upon the consideration of the criteria listed below. For each of the criteria below, please answer the question as completely as possible.

1. Is the variance request in harmony with the general purpose & intent of the Morrison County Land Use Control Ordinance and Comprehensive Plan?

Yes.

2. Is the variance request proposing to use the property in a reasonable manner not permitted by the Land Use Ordinance?

Yes. We will not be changing the use of the property.

3. Will the requested variance maintain the character of the neighborhood?

Yes. We will just be replacing the existing deck with a small extension to the north so we can build steps off of it.

4. Is the practical difficulty due to circumstances unique to the property?

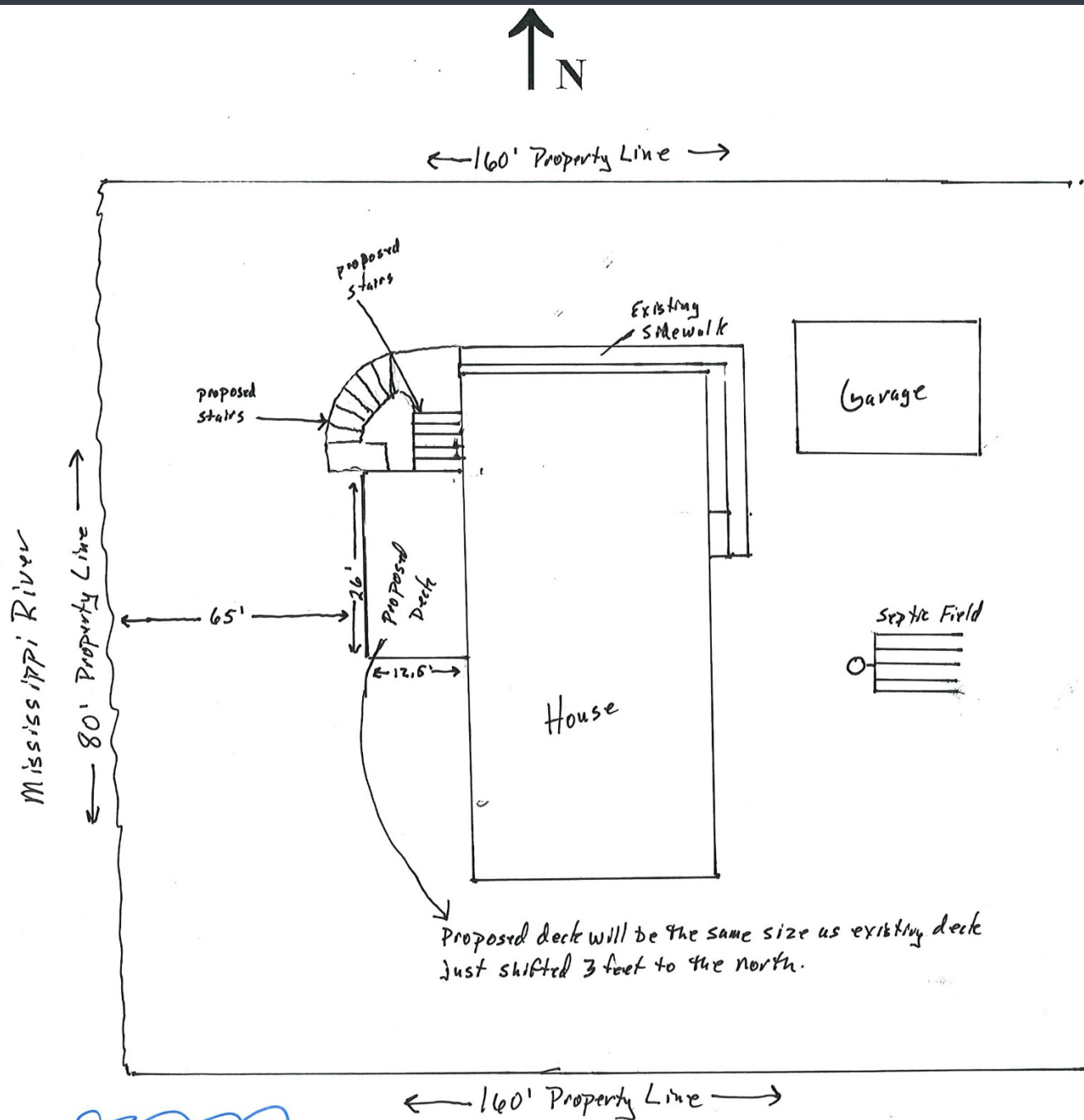
Yes. By extending the deck to the north ~~where~~ we can have just a 5-step stairs off of it. Otherwise it would require a multi-tiered stairs coming off of it.

5. How did the need for the variance arise? Is the need for the variance created by actions other than the current owner or prior landowners?

The deck needs to be replaced & for safety reasons & convenience. We want to add stairs off of it.

6. Does the practical difficulty involve more than just economic considerations?

Yes. Extending it to the north would then only require 5 steps to get on & off the deck. Without extending the deck it would require a multi-tiered stairs that would be difficult to get up & down & we get older.



BILL & DEB CHAMBERLIN



SCALE IN FEET

client:

scale

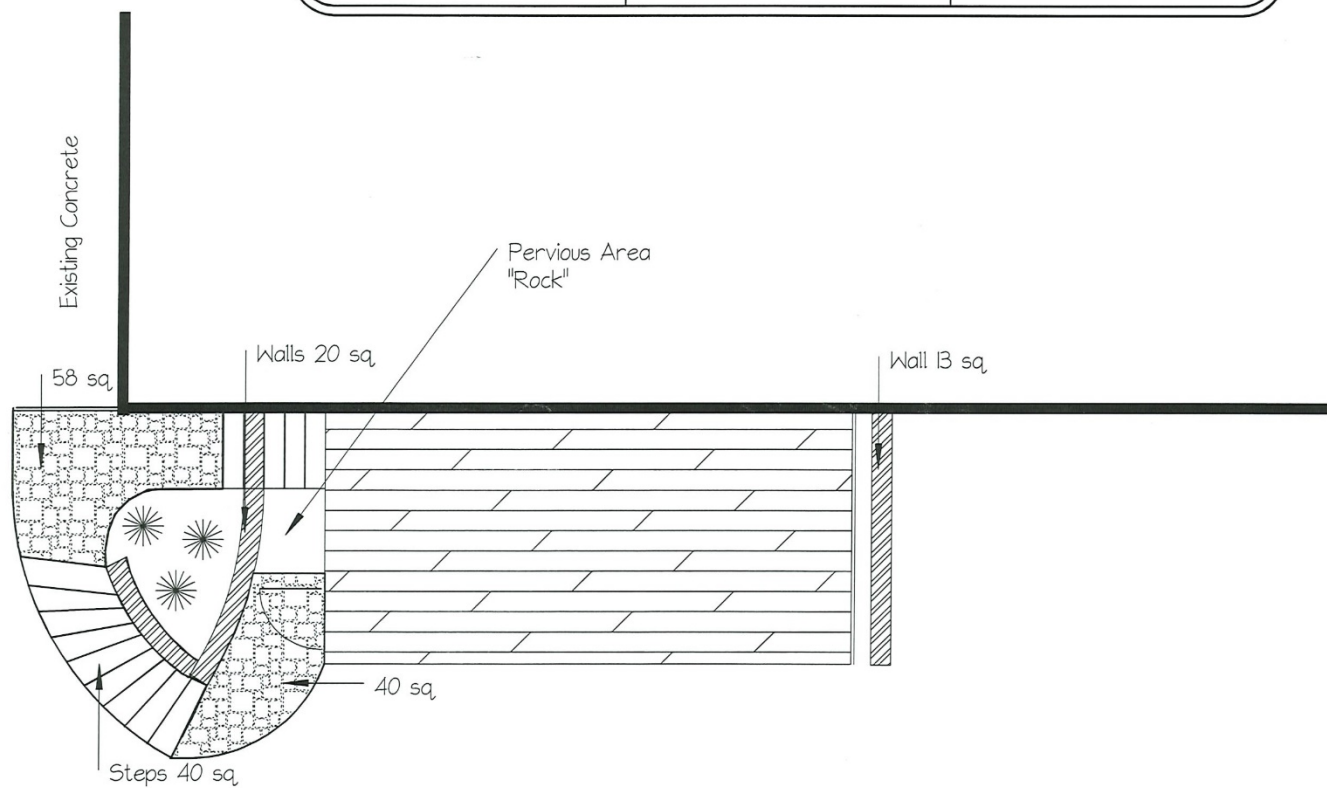
date

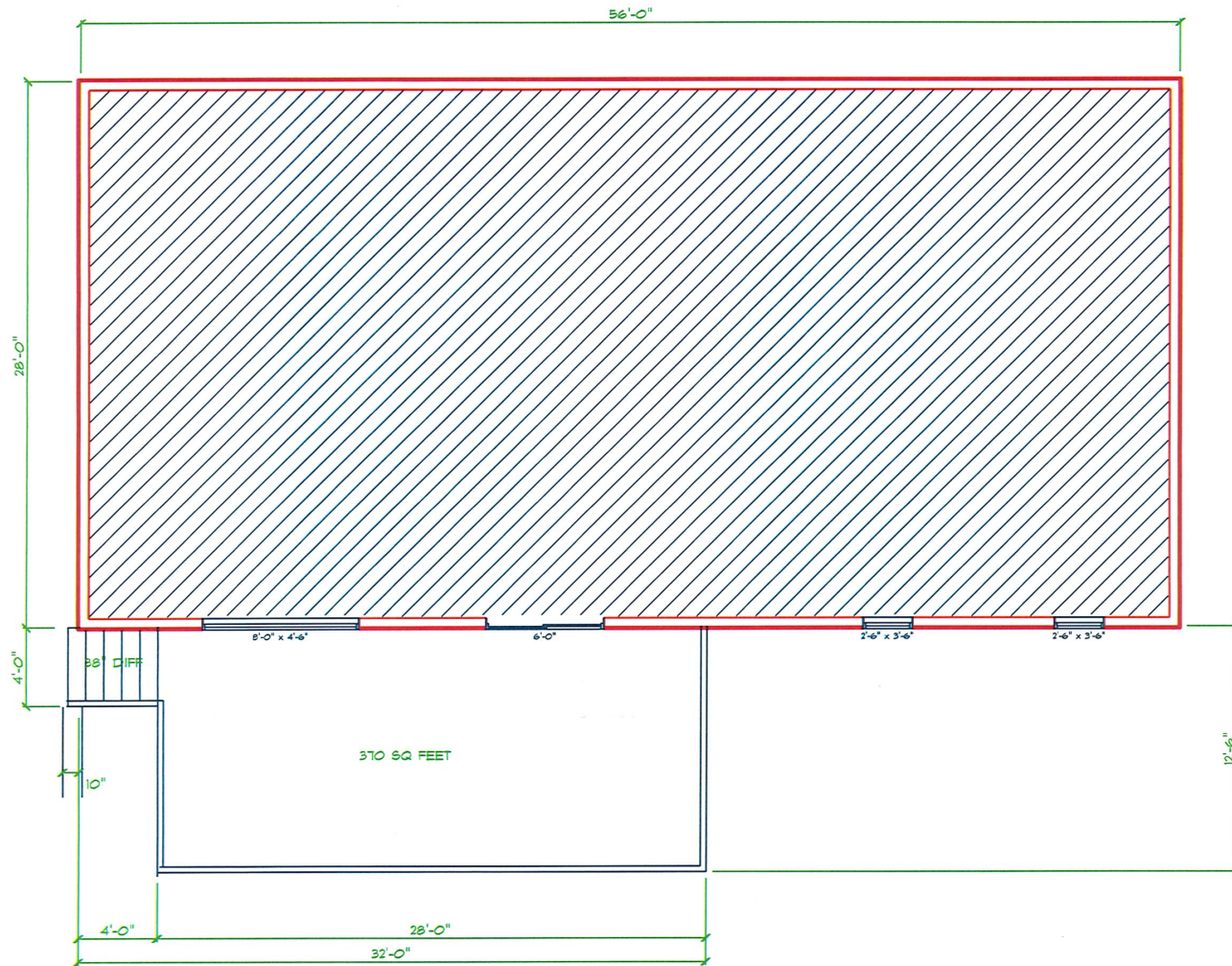
revision

drawn by

checked by

drawing #





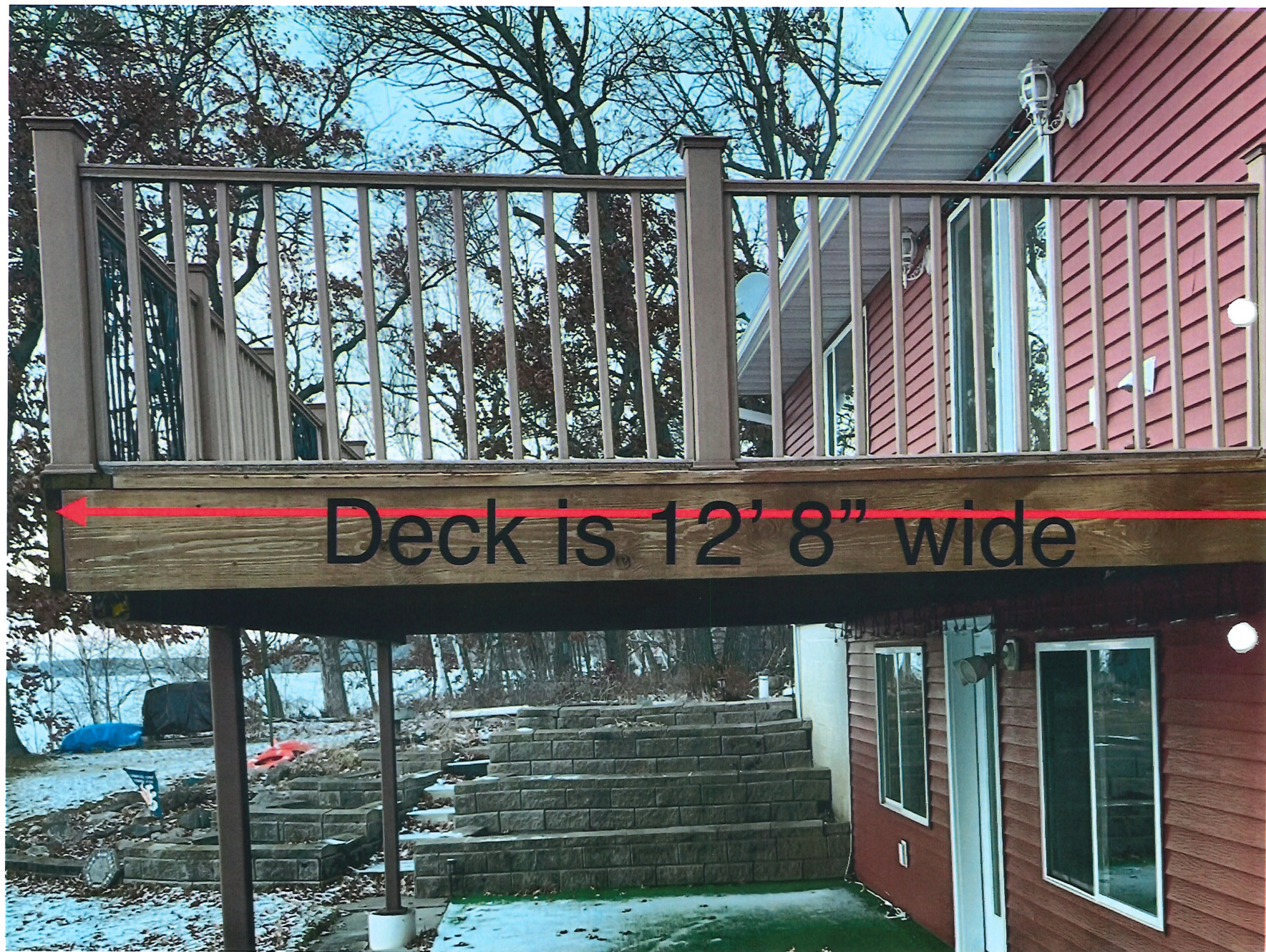


38" difference

10'



Deck is 26' long



Deck is 12' 8" wide





030533000

030534000

Bellevue







03/15/2024



03/15/2024



03/15/2024



03/15/2024



03/15/2024



03/15/2024



03/15/2024

STAFF REPORT

- THE PROPERTY IS IN SECTION 6 OF BELLEVIEW TOWNSHIP. IT IS ON THE MISSISSIPPI RIVER UNDER MISSISSIPPI HEADWATERS BOARD JURISDICTION. THE PROPERTY IS A NON-CONFORMING SINGLE LOT (LESS THAN FIVE ACRES AND 330 FEET WIDE). THE PROPERTY IS 80 FEET WIDE AND 12,800 SQUARE FEET.
- THE PROPERTY IS WITHIN THE ROSE HAVEN SUBDIVISION. THIS SUBDIVISION WAS ESTABLISHED IN 1960. MISSISSIPPI HEADWATERS BOARD REGULATIONS WENT INTO EFFECT IN 1981. ACCORDING TO THE ASSESSOR'S RECORDS, THE ORIGINAL HOME WAS BUILT IN 1941.

STAFF REPORT

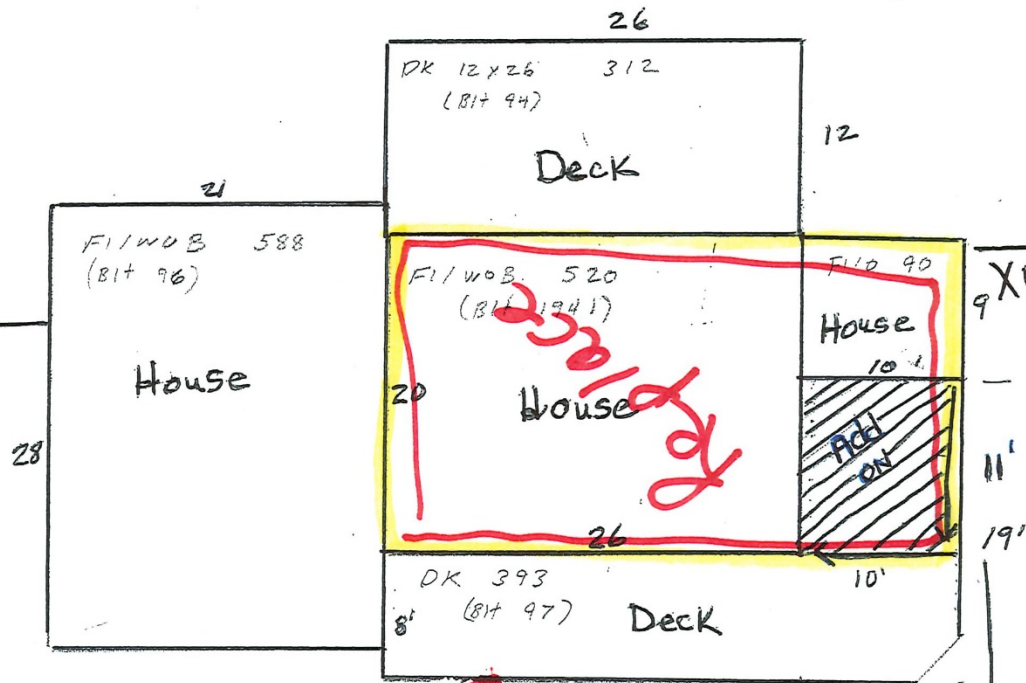
- THE PERMITTING OF THE PROPERTY INCLUDES THE FOLLOWING:
 - JUNE 1994 – AFTER-THE-FACT PERMIT FOR A 12' x 26' DECK (RIVER SIDE)
 - SEPTEMBER 1994 – A VARIANCE TO “PLACE A GARAGE AT 37 FEET FROM THE CENTERLINE OF A TOWNSHIP ROAD AND 80 FEET FROM THE ORDINARY HIGH WATER MARK OF THE MISSISSIPPI RIVER”
 - JULY 2007 – VARIANCE TO “REMOVE THE EXISTING DECK AND PORTIONS OF THE HOUSE AND REPLACE WITH ALL LIVING QUARTERS AND PLACE A ROOF OVER THE EXISTING FRONT DECK LOCATED IN THE SHORE IMPACT ZONE OF THE MISSISSIPPI RIVER – ROOF LINE MUST NOT CHANGE IN HEIGHT OR DIRECTION.”

River

03-534

Figure 2

Property Line



Property Line

129' From River to Garage

STAFF REPORT

- THE CURRENT DWELLING IS 75 FEET FROM THE RIVER, AND THE DECK IS 65 FEET FROM THE RIVER; BOTH ARE WITHIN THE SHORE IMPACT ZONE, ACCORDING TO THE MORRISON COUNTY LAND USE CONTROL ORDINANCE. THE MHB COMPREHENSIVE PLAN CALLS FOR THE STRICTER OF THE COMP PLAN OR ORDINANCE TO PREVAIL. IN THIS CASE, THE SHORE IMPACT ZONE IS THE FIRST 100 FEET FROM THE RIVER IN ORDINANCE, COMPARED TO THE FIRST 75 FEET WITHIN THE MHB COMPREHENSIVE PLAN. IN BOTH CASES, THE DECK IS WITHIN THE SHORE IMPACT ZONE.

STAFF REPORT

- A BUILDING ENVELOPE DOES NOT EXIST ON THIS PROPERTY



STAFF REPORT

- THE APPLICANT PURCHASED THE PROPERTY IN 2021.
- THE APPLICANT REQUESTS A VARIANCE TO REPLACE THE EXISTING DECK WITH THE SAME DIMENSIONS BUT SHIFT IT THREE FEET NORTH. THE APPLICANT ALSO PROPOSES ENCLOSING THE AREA BELOW THE ENTIRE DECK WITH SCREENED WALLS.
- THE EXISTING IMPERVIOUS SURFACE CALCULATION IS 26.1%. 25% IMPERVIOUS SURFACE IS ALLOWED.

ST

This calculation sheet is a necessary attachment for all land use permit applications and variance applications in the shoreland zoning district. Because of the impact of storm water runoff, the Morrison County Zoning Ordinance limits the amount of impervious surface coverage. Impervious surfaces include constructed or other hard surface that either prevents or retards the entry of water into the soil and causes the water to run off the surface in greater quantities at an increased rate of flow. Examples include gravel, concrete, or asphalt rooftops, sidewalks, patios, driveways, parking areas, storage areas, or areas of hardscaping.

Lot Dimensions: 80' x 160' Lot Sq.Ft. 12,800

Use the following Table to Calculate Total Impervious Surface Area:

**** All structure dimensions must be measured from roof eaves ****

Impervious Surface Item	Structure Dimensions	Total Area (ft ²)
Proposed or Existing House	<u>56' x 28'</u>	<u>1568</u>
Proposed House Addition		
Existing Garage(s) or Accessory Buildings	<u>24' x 27'</u>	<u>648</u>
Proposed Garage or Accessory Buildings		
Boat House and/or Ramp		
Sidewalk(s)	<u>3' x 92'</u>	<u>276 - Existing</u> <u>227 - Proposed (Section Removed)</u>
Patio(s)		
Deck(s)	<u>12.5' x 26' - Existing</u> <u>12.5' x 26' - Proposed</u>	<u>325 - Existing</u> <u>325 - Proposed</u>
Driveway and Parking Area Including Gravel Surfaced Areas	<u>24' x 17'</u>	<u>408</u>
Other } <u>Steps/Retaining Wall</u>		<u>117 - Existing</u> <u>158 - Proposed</u>
Other		
Other		
Total Impervious Surface		<u>3342 - Existing</u> <u>3334 - Proposed</u>

3342 - Existing

3334 - Proposed

Total impervious surface

12800

total lot sq. ft.

X 100 =

26.1

26.0

percent impervious surface

- Existing

% - Proposed

I certify that the above information is true and accurate to the best of my knowledge and that I have included all existing or proposed impervious surfaces on my property. I understand that if the percentage of total impervious surface is greater than the allowance, a variance will be required as part of my application.


Signature of Applicant

3-12-24

Date

Attach additional sheet as necessary

STAFF REPORT

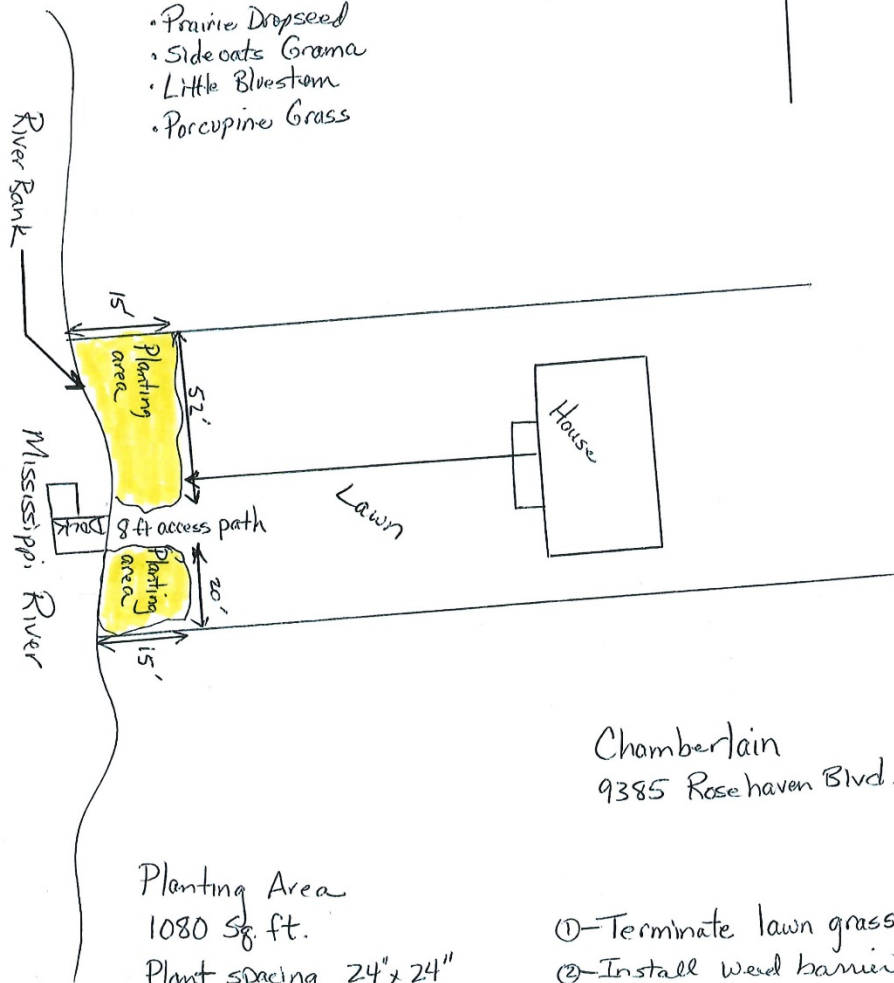
- TWO VARIANCES ARE NEEDED FOR THIS PROJECT — EXPAND A NON-CONFORMING STRUCTURE AND EXCEED ALLOWABLE IMPERVIOUS SURFACE.
- THE APPLICANT ATTENDED A DRT MEETING
- THE PROPERTY OWNER ENGAGED THE SERVICES OF THE MORRISON COUNTY SOIL AND WATER CONSERVATION DISTRICT AND HAS SUBMITTED A BUFFER PLANTING PLAN AS PART OF THEIR APPLICATION.

B. Chamberlain - Buffer Planting

Plant List (Recommend Container plants)

Mixture of: (Short Prairie Grasses)

- Prairie Dropseed
- Side oats Grama
- Little Bluestem
- Porcupine Grass



Chamberlain
9385 Rosehaven Blvd.

Planting Area

1080 Sq. ft.

Plant spacing 24" x 24"

270 plants

Alan Ringwelski
Morrison SWCD

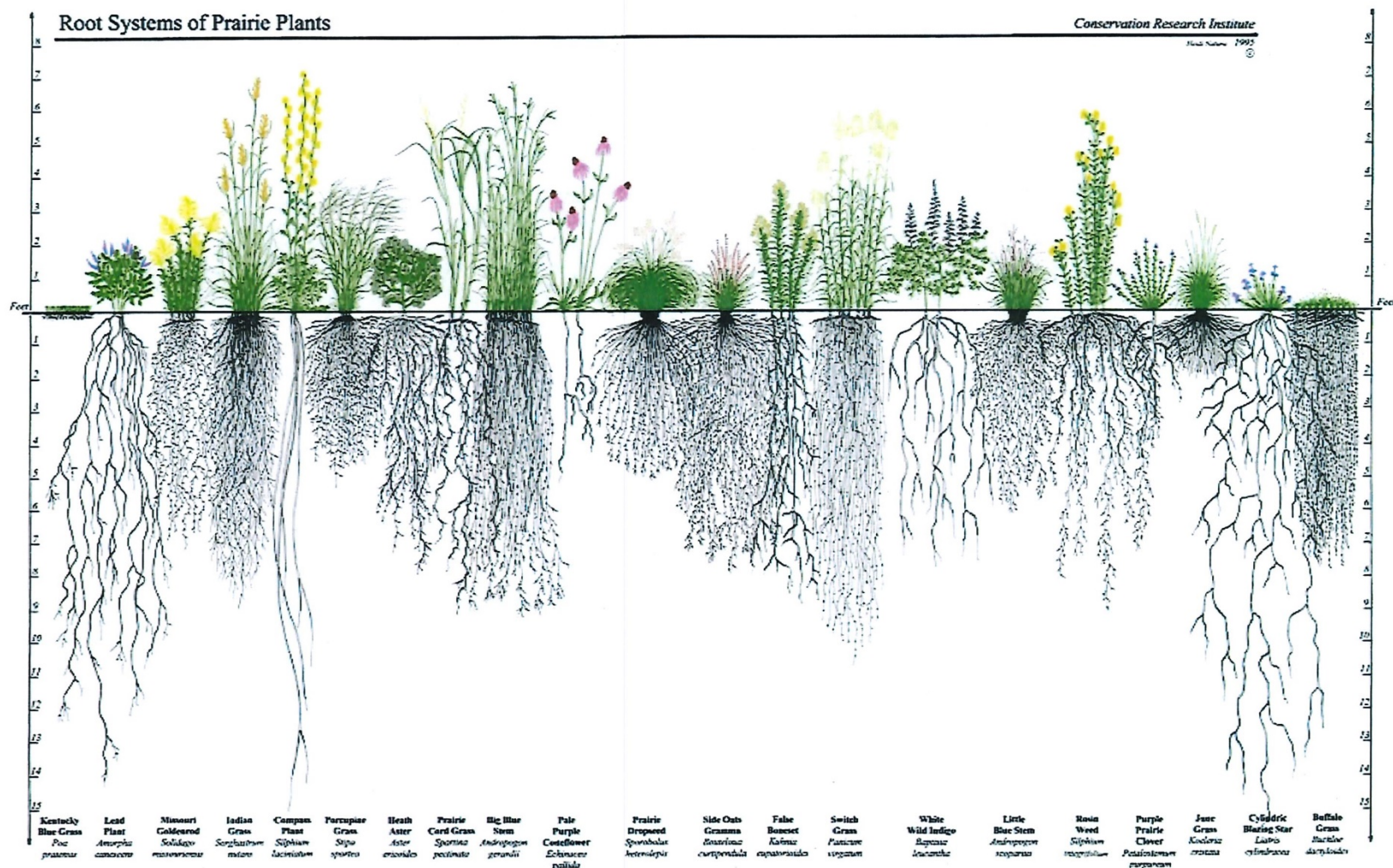
1/18/24 (Not to scale.)

- ① Terminate lawn grass
- ② Install weed barrier
- ③ Plant
- ④ Mulch
- ⑤ Water as needed

Root Systems of Prairie Plants

Conservation Research Institute

Plant Names 1992



STAFF REPORT

- APPLICABLE COMPREHENSIVE LAND USE PLAN GOALS:

NATURAL RESOURCES AND OPEN SPACES

GOAL C2: PRESERVE NATURAL RESOURCES IDENTIFIED AS CRITICAL AND SENSITIVE INCLUDING WILDLIFE HABITATS, WETLANDS, FOREST LANDS, ETC., WITHIN MORRISON COUNTY.

SHORELAND DEVELOPMENT

GOAL D1: WORK TO ENSURE THAT DEVELOPMENT OCCURRING WITHIN THE COUNTY'S WATERSHEDS IS DONE IN A THOUGHTFUL AND DELIBERATE MANNER SO AS TO BALANCE ENVIRONMENTAL, SOCIAL AND ECONOMIC GOALS TO THE GREATEST EXTENT POSSIBLE.

STAFF REPORT

- APPLICABLE MORRISON COUNTY COMPREHENSIVE WATER PLAN GOALS AND OBJECTIVES:

SURFACE WATER GOAL: TO PROTECT, ENHANCE AND MAINTAIN THE QUALITY OF ALL SURFACE WATERS IN MORRISON COUNTY (LAKES, RIVERS, STREAMS AND WETLANDS)

OBJECTIVE B: ENSURE THAT LAND USE DECISIONS FOR SHORELAND DEVELOPMENT TAKE ENVIRONMENTAL IMPACTS AND CLIMATE CHANGE INTO CONSIDERATION

LAND USE AND DEVELOPMENT GOAL: TO ENSURE THAT LAND USE DECISIONS ARE COMPATIBLE WITH NATURAL RESOURCE PROTECTION

OBJECTIVE B: ENSURE THAT LAND USE DECISIONS FOR SHORELAND DEVELOPMENT AND PLAT DEVELOPMENT TAKE ENVIRONMENTAL IMPACTS INTO CONSIDERATION

OBJECTIVE D: REDUCE THE LOSS OF NATURAL HABITAT AND ENHANCE NATURAL HABITAT COMMUNITIES WHEN POSSIBLE

NOTICE AND CORRESPONDENCE

- 55 NOTICES WERE SENT; NO COMMENT WAS RECEIVED PRIOR TO THE HEARING

**Board of Adjustment Findings
(PID 03.0534.000)**

Applicant: William Chamberlain

Variance Request: Expand a non-conforming structure and exceed allowable impervious surface

Date of Hearing: March 19, 2024

The property is in Section 6 of Belleview Township. It is on the Mississippi River under Mississippi Headwaters Board jurisdiction. The property is a non-conforming single lot (less than five acres and 330 feet wide). The property is 80 feet wide and 12,800 square feet.

The property is within the Rose Haven Subdivision. This subdivision was established in 1960. Mississippi Headwaters Board regulations went into effect in 1981. According to the Assessor's records, the original home was built in 1941.

The permitting of the property includes the following:

- June 1994 – After-the-Fact Permit for a 12' x 26' deck (river side)
- September 1994 – a variance to “place a garage at 37 feet from the centerline of a township road and 80 feet from the Ordinary High Water Mark of the Mississippi River”
- July 2007 – Variance to “remove the existing deck and portions of the house and replace with all living quarters and place a roof over the existing front deck located in the shore impact zone of the Mississippi River – roof line must not change in height or direction.”

The current dwelling is 75 feet from the river, and the deck is 65 feet from the river; both are within the shore impact zone, according to the Morrison County Land Use Control Ordinance. The MHB comprehensive plan calls for the stricter of the comp plan or ordinance to prevail. In this case, the shore impact zone is the first 100 feet from the river in ordinance, compared to the first 75 feet within the MHB comprehensive plan. In both cases, the deck is within the shore impact zone.

A building envelope does not exist on this property.

The applicant purchased the property in 2021.

The applicant requests a variance to replace the existing non-conforming deck with the same dimensions but move the deck to the north approximately three feet, and enclose the area below the entire deck with screened walls.

The existing impervious surface calculation is 26.1%. The proposed impervious surface is 26%. 25% impervious surface is allowed.

Two variances are needed for this project – expand a non-conforming structure and exceed allowable impervious surface.

The applicant attended a DRT meeting.

The property owner engaged the services of the Morrison County Soil and Water Conservation District and has submitted a buffer planting plan as part of their application.

Applicable Comprehensive Land Use Plan Goals:

Natural Resources and Open Spaces

Goal C2: Preserve natural resources identified as critical and sensitive including wildlife habitats, wetlands, forest lands, etc., within Morrison County.

Shoreland Development

Goal D1: Work to ensure that development occurring within the County's watersheds is done in a thoughtful and deliberate manner so as to balance environmental, social and economic goals to the greatest extent possible.

Applicable Morrison County Comprehensive Water Plan Goals and Objectives:

Surface Water Goal: To protect, enhance and maintain the quality of all surface waters in Morrison County (lakes, rivers, streams and wetlands)

Objective B: Ensure that land use decisions for shoreland development take environmental impacts and climate change into consideration

Land Use and Development Goal: To ensure that land use decisions are compatible with natural resource protection

Objective B: Ensure that land use decisions for shoreland development and plat development take environmental impacts into consideration

Objective D: Reduce the loss of natural habitat and enhance natural habitat communities when possible

Five members of the Board of Adjustment viewed the property prior to the hearing.

A plat map, aerial photographs, figures and site photographs were presented to the board.

55 notices were mailed; No comment was received.

Three members of the Board of Adjustment were present at the hearing.

The Board of Adjustment discussed the following at the public hearing:

- The deck itself is a replacement with a slight shift in location – no closer to the river
- Applicant desires a basic screened porch below the deck
- Pipes in the riverbank are the drain tile outlet from around the home foundation
- No building envelope is available, and the impervious surface is very close to compliant
- Incorporation of deep-rooted grasses at the shoreline to slow water down
- Bladder system installed beneath the deck to create the porch below. Water control off from the deck is needed
- Need for safe exit off the deck
- Discussion of conditions:
 - Property owner must submit a plan for the catchment of water off the deck
 - Basic screened porch below deck – no glass or walls
 - Implement the submitted planting plan from the SWCD

The following factors for consideration of a practical difficulty were:

1. Is the request in harmony with the general purpose and intent of the Morrison County Land Use Ordinance and Comprehensive Plan.
2. Is the applicant proposing to use the property in a reasonable manner not permitted by the Land Use Ordinance.
3. Will the issuance of the variance maintain the essential character of the locality.
4. Is the alleged practical difficulty due to circumstances unique to the property.
5. Is the need for the variance created by actions other than the landowner or prior landowners.
6. Does the alleged practical difficulty involve more than just economic considerations

Conclusion

1. The Morrison County Board of Adjustment found the request is in harmony with the intent of the Comprehensive Plan and Land Use Ordinance. The applicant is not changing anything. The deck size will remain the same and the porch area is already impervious. This will create safe ingress/egress from the deck and back side of the home. (3) yes (0) no
2. The Board of Adjustment found the applicant is proposing to use the property in a reasonable manner not permitted by the Land Use Ordinance. The applicant is not adding square footage, simply shifting the deck, adding stairs, and screening the area beneath. The impervious surface will not increase, and with the condition for water control off the deck, this is a reasonable request. (3) yes (0) no
3. The Board of Adjustment found the issuance of the variance will maintain the essential character of the locality. A slight shift in the location of the deck will not be noticed or change the character of the neighborhood. (3) yes (0) no
4. The Board of Adjustment found the alleged practical difficulty is due to circumstances unique to the property. The dwelling was built before any land use controls were in effect. No legal building envelope exists on the property. The applicant proposes a minimal change that essentially amounts to a minor redesign. (3) yes (0) no
5. The Board of Adjustment found the need for the variance is created by actions other than the landowner or prior landowners. There is no compliant building envelope on the property. This is a very minor change that amounts to a redesign. The applicant is working with the existing deck dimensions. (3) yes (0) no
6. The Board of Adjustment found the alleged practical difficulty does involve more than just economic considerations. This project will cost the applicant more money with the implementation of the conditions, which they are willing to do. This request is not economic in nature. (3) yes (0) no

Based on the findings and the criteria as stated in Minnesota Statutes 394.27, a motion was made by Clint Kathrein and seconded by Marvin Trettel to approve the variance request to shift the deck three feet, screen the area below the deck and exceed the allowable impervious surface, but no greater than 26.1%.

This variance is granted with three (3) conditions:

1. The property owner shall implement and maintain the shoreline planting plan submitted within the application and designed by the Morrison County Soil and Water Conservation District. This shall be completed by July 31, 2024
2. The property owner shall consult the Morrison County Soil and Water Conservation District and implement any recommendations for water control/catchment from the deck. The plan for this shall be submitted with the land use permit request for the deck and porch and shall be implemented by the end of the deck and porch construction.
3. The porch below the deck shall be of basic design and consist of only a screen with no walls or glass.

Chair
Morrison County Board of Adjustment

Date

Action/Discussion

Board Picture
SFY '25 Budget & Annual Work Plan
Executive Directors report

Internal Working budget

Expenses (Office Operation)	Budgeted Annually	actual expenses 7/22-6/23	actual expenses 7/21-6/22
Salary (Insur,active insur, Exec. Director PERA&FICA)	\$ 117,860.00	\$ 111,136	\$ 104,577
Insurance Liability (Work Comp)	\$ 3,082.00	\$ 2,556	\$ 3,022
Hotels & Meals	\$ 1,000.00	\$ 510	\$ 903
MHB Per Diem	\$ 2,500.00	\$ 2,476	\$ 2,150
MHB Mileage (IRS rate)	\$ 2,500.00	\$ 2,334	\$ 1,584
Staff Mileage	\$ 4,000.00	\$ 3,759	\$ 2,900
Office Operations+Tele:	\$1,400.00	\$ 1,141	\$ 1,304
ED/Training and Registration Fees	\$ 1,000.00	\$ 1,155	\$ 764
Sub-total	\$133,342.00	\$ 125,067	\$ 117,203
Prof. Service	\$ 188,223.00	\$ 136,649	\$ 143,714
<div> Tim Terrill: CW Financial- \$6,300 web hosting- \$540 Audit- \$2,650 AIS support-\$78000 LSOHC contractors-\$25,000 Enbridge signage/resourc proj- \$10,000 County project- \$17,733 Resourcetainment marketing- \$48,000 Total: \$188223 </div>			
EXPENSE TOTAL	\$321,565.00	\$261,716.00	\$260,916.70

Revenue	Income	actual revenue 7/22-6/23	actual revenue 7/21-6/22
State/DNR	\$ 124,000.00	\$ 113,918	\$ 127,135.81
Grant Revenue	\$ 151,000.00	\$ 97,631	\$ 130,926.14
County Appropriations	\$ 12,000.00	\$ 12,000	\$ 12,000.00
Reserve Funding			
Misc. Revenue	\$ 465.00	\$ 83	\$ 377.00
Guidebook Sales	\$ 200.00	\$ 200	\$ 200.00
Sub-total	\$ 287,665.00	\$ 223,832	\$ 270,638.95
Grants/Other	Approximate Admin. Revenue		
Outdoor Heritage Fund	\$ 8,000.00	\$	\$ 9
AIS MN Traditions	\$ 3,900.00	\$	\$ 0
Miss. River signage & Resourcetainment	\$ 10,000.00	\$	\$ 2
MN Traditions Resourcetainment marketing	\$ 12,000.00	\$	\$ -
Sub-total	\$33,900	\$ 21,244	\$23,931
REVENUE TOTAL	\$ 321,565.00	\$ 245,076	\$ 294,569.55

Mississippi Headwaters Board Work Plan

July 1st, 2024 to June 30th, 2025

SFY 2025

This Work Plan is submitted as required by Minnesota Statute 103F.361 to 103F.377 and the MNDNR. The Work Plan is to be implemented by the joint powers board member counties of Aitkin, Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca and Morrison in conjunction with the attached budget. This proposed work plan recognizes the work that has been accomplished the last couple of years, and looks forward to full funding of what we can accomplish with ever increasing responsibility to protect the first 400 miles of the Mississippi River.

WORK PLAN:

The Mississippi Headwaters Board (MHB) participates with and provides leadership and staff support to citizens and partners within the Upper 400 mile Mississippi River corridor, as funding permits, in four program areas:

- A.1. Protect and Enhance Scientific Values
- A.2. Protect and Enhance Natural Values
- A.3. Protect and Enhance Historic/Cultural Values
- A.4. Protect and Enhance Recreational Values

The Mississippi Headwaters Board has made river protection a priority, and remains ready to champion the development of this cause. The funding necessary to complete this will require utilizing many revenue streams such as: Clean Water Legacy, general appropriation, Outdoor Heritage funding, and private funding opportunities. The work plan and budget constitute an effective plan to coordinate Mississippi Headwaters Board efforts with the Minnesota's water protection initiatives. This organization is up to the challenge with and through the on-going support of the state of Minnesota, our eight member counties, various local agencies, and private partners. Below are key initiatives that the Mississippi Headwaters Board plans to execute, followed by the four program area details as mentioned above.

SFY 2025 INITIATIVES

I. Aquatic Invasive Species (AIS)

Implement funding for Social Media campaign.

Measurable: Send out over 6 million impressions utilizing Facebook, Instagram, and Twitter.

Result:

II. Natural Resource Protection

The MHB will continue to implement previous appropriations from the Outdoor Heritage Fund, including a new appropriation to begin on July 1, 2024.

Measurable: acquire 5 easements and 1 fee-title acquisitions

Result:

III. Recreational signage

Implement signage on four different stretches of the Mississippi river.

Measurable: signage will be implemented in the following stretches.

Crow Wing: Hwy. 6 to Trommald

Crow Wing: Lum Park to Kiwanis Park

Aitkin: Aitkin County Campground to Pine Knoll

Result:

IV. Resource Retainment Events

Hold 3 events and tabulate surveys to promote the use of the Mississippi river, and have calendar of events webpage ready to promote events.

Measurable: Aitkin, Grand Rapids, and Brainerd

Result:

Executive Director Report

February - March 2024

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 out AIS invoices to counties and SWCD's for MN Traditions AIS campaign.
7. Sent out SFY '25 budget, work plan, and biennial conference invite to appointed Commissioners.
8. I also found a way to display the comments in the budget excel document so Board members could see how numbers were calculated and from which lines they were added from.
- 9.

Meetings & Networking

2/27- Read letter from Northern Township about obtaining or acquiring school trust land for regional sewer system. Funding is obtained from the federal government and NT is seeking DNR approval for buying or exchanging land. I feel MHB should monitor the situation but not become involved.

2/28- Had conversation with owner in Morrison county about buildable lots. I told him that his current lot on the Mississippi river is conforming but he thinks there is a discrepancy between the map and the surveyed acres. I guided him to discuss his ideas with Morrison county first, and then provided him with the process should it come before the MHB.

3/1- Attended DNR AIS online workshop and learned about new ways to detect, measure, and identify where new infestations can be found and the new tools like eDNA being used to know the amount of infection.

3/5- Attended Aitkin AIS committee meeting and provided them with ppt. on the MN Traditions social media program.

3/7- Held phone conversation with Bill Heig to develop an awareness strategy to Senator Klobuchar and Smith. I drafted some themes and a strategy, and we worked on a letter to the Senators to make them aware of the progress we have made and asked how we should proceed further.

3/8 & 3/15- Held budget committee meeting with Commissioners Van Kempen and Barrows. We discussed the Annual Work Plan and Budget along with any ideas for the biennial conference which will be held in October 2025. The Commissioners wanted a working knowledge of how the budget was developed, so Tim sent them an updated budget with comments showing so they could explain it to board members and others if asked. Another short meeting was held, and the budget was presented again with more detailed information.

3/13- Attended Aitkin Rivers & Lakes Committee meeting. We discussed the Paddle Your Glass Off and Paddle Your Stress Away events in which the MHB will be working on this year. We solidified dates and times for each event.

3/14- the MHB project idea draft was accepted by Regional Sustainable Development Program. The next step is for me to write a full proposal and submit it by April 15th. The proposal will request that University professors study the economic development impact on our Resourceainment events.

3/14- Attended NCCR meeting and discussed with partners the various conservation activities occurring throughout the region. The MN Pollution Control Agency said that they are working on getting final approval for nutrient standards for shallow lakes. This could impact lake Irving in Beltrami county and possibly delist it off the impaired waters list.

3/14- had meeting with WDIO-TV in Duluth and Gail and Bill Heig about the land exchange. It aired at 5 pm that day.