



**Mississippi Headwaters Board
Meeting Agenda
Cass County Courthouse
Walker, MN
<https://>
August 22, 2025
10:00 am**

10:00 AM

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

10:05 AM Approve/Amend

- Agenda
- Consent Agenda – June & July 2025 Expenses & June Minutes

Correspondence

- July & August Press Release
- 7/15/25 July History Paddle Press Release
- June Brainerd Dispatch article on signage
- July 20th Miss. History paddle announcement

Planning and Zoning (Actions)

- None

Action / Discussion Items:

- Audit recommendations- action
- Biennial Report- action
- Executive Directors report-discussion

Misc: Legislature Update (if any), County Updates

Meeting Adjourned - Thank you

Mtgs: September 16 & 17, 2025- LCCMR Tour of Whiskey Creek Project
September 26, 2025 10:00 AM- MHB Monthly Meeting, Walker, MN
October 31, 2025 9:00 AM- MHB Biennial Conference, Breezy Point Resort, Breezy Pt., MN

Mississippi Headwaters Board
June 20, 2025
Cass County Courthouse, Walker, MN
Optional interactive technology: <https://us02web.zoom.us/j/81492354214>

MEETING
MINUTES

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

Video Interactive Reasons: None

Others Present: Paula West (MHHCP Project Manager), Amy Kowalzek (Morrison ESD)

Pledge of Allegiance

Chair Ted VanKempen asked if there were any additions to the agenda. No changes to the agenda. **M/S (Barrows/Bruns) to approve of the agenda. Motion carried unanimously.**

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

Correspondence/Outreach

1. Press Release- Tim presented the board with the press release which noted the report given by Tim on the High School Conservation Awareness Program.
2. Bemidji Article- Tim noted that there was an article written in the Bemidji Pioneer about the MHB excursion signs and how it produced an economic impact for the economy.

Planning and Zoning

1. **Morrison County non-conforming Lot Discussion-** The Mississippi Headwaters Board discussed a request for an illegally created 2.3-acre lot in Morrison County. Morrison County Environmental Service Director Amy Kowalzek held a discussion with the board about an unusual occurrence in a non-conforming plat. Amy began the discussion explaining the Development Review Process (DRT) involving Morrison County and agency partners. She noted that there was a conforming lot illegally split into one non-conforming lot of record back in the early 2000's, and the landowner was aware of MHB rules at the time. It occurred because the zoning office and recorder's office didn't have a process back then to communicate, so the lot was created. She noted that this couldn't happen today because there is policy in place that allows the two offices to communicate seamlessly. Amy asked the board for a discussion on this as this has never happened before in her office. She noted that discussion on the issue would provide guidance to her if this were to ever be discovered again. Discussion ensued and the board expressed concern about approving the development of illegally

created lots. Comm. VanKempen asked what made the lot illegal, and Amy said that it is under five acres and less than 330 feet of lot width. Comm. Gaasvig asked some ownership questions about the lots directly South of the non-conforming lot to look at other alternative solutions. He also asked to see if a house could be built on the non-conforming lot, and Amy responded that it would have to meet guest cottage standards as only one house is allowed on a lot. Amy asked the board if they saw this as an exception or if they wouldn't support it. Comm. Barrows said that since the lot was created illegally and the landowner knew it, that the landowner needs to accept the consequences. Comm. VanKempen stated that it may be a different decision if the landowner wasn't aware of MHB rules at the time of splitting the lot. There was no decision on the matter as it wasn't a variance request, but individual members of the board expressed displeasure with the illegally created lot that the landowner wished to build upon.

Action/Discussion:

1. **Aitkin Land Dept. Funding Request-** Tim stated that last month the board heard this request to move two campsites out of a deteriorating bank of the Miss. River. The board asked the land commissioner for additional information regarding streambank stabilization rather than just paying to move two campground sites. The board discussed stream bank stabilization and erosion issues at a county park, comparing it to a similar project in Morrison County that cost \$659,000. After considering the temporary nature of engineering solutions and the ongoing changes in river courses, they concluded that moving two campsites might be the most practical solution rather than investing in expensive stabilization efforts. Discussion ensued and Comm. VanKempen said that it looks like nature is taking its course on this one. Comm. Barrows stated that moving two campsites seems like a better option. He also questioned the costs associated with the reclamation project that the firepit and grill were included in the cost, and wondered if they could just move the existing firepit and grill on both existing campsites to the new campsites. It was also brought up about the cost of the excavator rental. Tim called the Aitkin Land Dept. and technician Chris Johnson explained that the reason for the firepit and grill being purchased new for each site is because the old ones are outdated, and this would modernize them up to current state park standards. He noted that the excavator rental isn't just rental for the excavator but also includes for someone to operate it as well. The commissioner's questions were answered and **M/S (Barrows/Gaasvig) to approve of spending up to \$10,500 for moving of campsites to a better place.** It was noted by Comm. Barrows to include receipts for the project as well. **Motion carried unanimously.**
2. **MHHCP Presentation-** Paula West, MHHCP project coordinator provided a PowerPoint to the board about the accomplishments of the MHHCP easement and acquisition program. The Mississippi Headwaters Habitat Corridor Program has received \$29 million in funding since 2016, with \$2.9 million approved for July 1st and an additional \$1 million in clean water funds allocated. Paula West, a contractor to the MHB Board, presented an update on the program's progress, highlighting the partnership between the Mississippi Headwaters Board, Minnesota Board of Water and Soil Resources, and the Trust for Public Land. The program aims to protect critical fish and wildlife habitat along the first 400 miles of the Mississippi River by creating large, contiguous complexes of undeveloped land through conservation easements and fee title acquisitions. Soil and water conservation districts have been instrumental in the program's success, working closely with landowners and managing the administrative and monitoring aspects of the easements. The board was pleased to know about the accomplishments of the program.
3. **Westcom & MHB Contract-** Tim presented the contract before the board to renew Paula West's contract for another year. The board asked what changes were made from the previous year, and Tim explained that the dates were changed, and some clarification was made to existing bullet points in the contract. Paula explained that a change from last year is that she will be facilitating the technical

committee meetings since she talks with them frequently over the months, and it would be duplicative for Tim to gather that information. The board asked if she had read over and approved of the contract and she replied in the affirmative. **M/S (Barrows/Gaasvig) to approving of the contract and having Tim sign it. Motion carried unanimously.**

4. **Social Media Influencer Video-** Tim noted that at the last board meeting many of the board members didn't have a social media account, and he wanted to educate them on this. Tim provided a tutorial on social media tools like Facebook posts, reels, and real videos, highlighting their effectiveness in reaching audiences and tracking engagement.

Executive Directors Report

1. Tim said he attended the Morrison County SWCD Water Plan Task Force Meeting this past month and learned about last year's projects along with their future plans.
2. Tim attended the Miss. River Sartell 1W1P advisory committee meeting. He said that in this watershed, over 27 streams are impaired due to the biology sampling testing that they did on all the streams in the watershed. Comm. Kasper asked what impaired meant, and Tim gave a brief explanation of the process and standards used to determine if a stream is meeting its designated use.
3. Tim stated that he is working with two people in Bemidji to see if he can help promote a resourcetainment event there. He said they currently have a race going on there in Bemidji, and he met with them to see how he could possibly help. The two individuals said they would like to see more people participate in the race, and Tim provided them with some advice which he has gained from his experience of hosting events.
4. Tim said he met with the Clearwater County board last month to familiarize himself with new county commissioners that he hasn't met before. Since there were three members that he hadn't met before, he thought it was best to meet at a board meeting rather than individually. He had a 45-minute discussion with them about what the MHB does in the area, and he really enjoyed the candidness of the conversation.

County Updates

Comm. Gaasvig that BSU just installed a stormwater project and it is complete. Comm. VanKempen noted that the current jail is being expanded and that some parts of the courthouse are being remodeled. Comm. Smith said that Itasca County has moved their board room from the first floor to the 3rd floor and it is much bigger than the older board room.

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

Ted Van Kempen, Chair

Executive Director Tim Terrill

July SFY'25 Budget Summary

		YTD spending/rei mbursement	Projected Budget	% of budget spent	
Revenues:	Monthly Amount				Notes
Governor's DNR grant (53290)	\$ 39,439.40	\$ 33,439.40	\$ 124,000.00	26.97%	non competitive quarterly reimbursement
LSOHC grant (53290)			\$ 7,800.00	0.00%	LSOHC reimbursement
Guidebook sales (58400)	\$ 200.00	\$ 200.00	\$ 100.00	200.00%	reimbursment for Guidebook sales
Enbridge program (58300)			\$ 8,000.00	0.00%	enbridge reimbursement
Miscell. Other revenue (58300)	\$ 1,000.00	\$ 1,000.00	\$ 6,000.00	16.67%	Visit Grand Rapids payment
MCIT Dividend (58300)			\$ 200.00	0.00%	MCIT refund
County Support (52990)			\$ 12,000.00	0.00%	8 county support
Total	\$ 40,639.40	\$ 34,639.40	\$ 34,100.00		
Expenses:	Monthly Amount				Notes
Salaries/Benefits					
FICA/Med/PERA/LIFE/LTD/Hlth/ WC(61000)	\$ 9,408.31	\$ 9,408.31	\$ 123,307.00	7.63%	reimbursed by Gov. DNR grant
MCIT insurance/work comp/liability (61500)			\$ 3,000.00	0.00%	reimbursed by Gov. DNR grant
MHB board Per Diem (62680)			\$ 3,000.00	0.00%	reimbursed by Gov. DNR grant
Hotel/Meals/travel exp. (63340)	\$ 26.47	\$ 26.47	\$ 500.00	5.29%	reimbursed by Gov. DNR grant
Commissioner Mileage (62720)			\$ 3,500.00	0.00%	reimbursed by Gov. DNR grant
Employee Mileage (63320)	\$ 461.09	\$ 461.09	\$ 5,500.00	8.38%	reimbursed by Gov. DNR grant
Professional Services (62990)	\$ 525.00	\$ 525.00	\$ 35,000.00	1.50%	CW financial services
Office supplies/operations (64090)	\$ 161.51	\$ 161.51	\$ 3,000.00	5.38%	telephone, guidebook mailings, printer ink
Training & Registration Fees (63380)			\$ 800.00	0.00%	
Total	\$ 10,582.38	\$ 10,582.38	\$ 177,607.00		

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 amounts are in the fiscal year.

ACCOUNT DETAIL HISTORY FOR 2025 06 TO 2025 06

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC	REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
74830	58400		MHB	- Sales							
								REVISED BUDGET			.00
							PER 04		-100.00	-100.00	
25/06	370	06/02/25	GNI	817956	Britny.McC	59011			-100.00	-200.00	
	iNovah			Guidebook sales							
			LEDGER BALANCES	---	DEBITS:	.00	CREDITS:	-200.00	NET:	-200.00	
74830	61000			Salaries & Wages - Regular							
								REVISED BUDGET			.00
							PER 01		6,215.61	6,215.61	
							PER 02		6,625.85	12,841.46	
							PER 03		6,464.23	19,305.69	
							PER 04		6,464.23	25,769.92	
							PER 05		11,312.42	37,082.34	
25/06	603	06/13/25	PRJ	PR0613	1250613	1250613	1250		3,232.12	40,314.46	
	PAY061325		WARRANT=250613	RUN=1	BI-WEEKL						
25/06	1464	06/27/25	PRJ	PR0627	1250627	1250627	1250		3,232.12	43,546.58	
	PAY062725		WARRANT=250627	RUN=1	BI-WEEKL						
			LEDGER BALANCES	---	DEBITS:	43,546.58	CREDITS:	.00	NET:	43,546.58	
74830	61200			Active Insurance							
								REVISED BUDGET			.00
							PER 01		2,034.70	2,034.70	
							PER 02		2,034.70	4,069.40	
							PER 03		2,034.70	6,104.10	
							PER 04		2,037.30	8,141.40	
							PER 05		2,035.35	10,176.75	
25/06	603	06/13/25	PRJ	PR0613	1250613	1250613	1250		1,006.02	11,182.77	
	PAY061325		WARRANT=250613	RUN=1	BI-WEEKL						
25/06	1464	06/27/25	PRJ	PR0627	1250627	1250627	1250		1,029.33	12,212.10	
	PAY062725		WARRANT=250627	RUN=1	BI-WEEKL						
			LEDGER BALANCES	---	DEBITS:	12,212.10	CREDITS:	.00	NET:	12,212.10	
74830	61300			Employee Pension & FICA							
								REVISED BUDGET			.00
							PER 01		871.06	871.06	
							PER 02		933.21	1,804.27	
							PER 03		908.73	2,713.00	
							PER 04		908.73	3,621.73	

ACCOUNT DETAIL HISTORY FOR 2025 06 TO 2025 06

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC	REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
25/06	603	06/13/25	PRJ	PR0613	1250613	1250613	1250	PER 05	1,522.02	5,143.75	
	PAY061325	WARRANT=250613		RUN=1	BI-WEEKL				454.36	5,598.11	
25/06	1464	06/27/25	PRJ	PR0627	1250627	1250627	1250		454.37	6,052.48	
	PAY062725	WARRANT=250627		RUN=1	BI-WEEKL						
LEDGER BALANCES --- DEBITS:					6,052.48	CREDITS:			.00	NET:	6,052.48
74830	62100	Telephone									
							REVISED BUDGET				.00
							PER 01	61.53	61.53		
							PER 02	61.80	123.33		
							PER 03	61.46	184.79		
							PER 04	61.66	246.45		
							PER 05	61.30	307.75		
25/06	614	06/17/25	API	006205		239131		41244	6.23	313.98	
	W C061725	COUNTY WIDE BILL				CONSOLIDATED TELECOM					
25/06	1464	06/27/25	PRJ	PR0627	1250627	1250627	1250		55.00	368.98	
	PAY062725	WARRANT=250627		RUN=1	BI-WEEKL						
LEDGER BALANCES --- DEBITS:					368.98	CREDITS:			.00	NET:	368.98
74830	62680	Non-Employee Per Diems									
							REVISED BUDGET				.00
							PER 01	200.00	200.00		
							PER 03	500.00	700.00		
							PER 04	150.00	850.00		
							PER 05	250.00	1,100.00		
25/06	1250	06/23/25	API	100532		240021		1964999	50.00	1,150.00	
	W A062425	MHB MEETING 6/20/2025				MORRISON COUNTY AUDI					
25/06	1250	06/23/25	API	003257		240023		41359	50.00	1,200.00	
	W A062425	MHB MEETIN & MILEAGE 6/20/2025				GAASVIG, CRAIG					
25/06	1250	06/23/25	API	006995		240024		1964998	50.00	1,250.00	
	W A062425	MHB MEETING & MILEAGE 6/20/202				CORY SMITH					
25/06	1250	06/23/25	API	003356		240025		41360	50.00	1,300.00	
	W A062425	MHB MEETING & MILEAGE 6/20/202				HUBBARD COUNTY TREAS					
LEDGER BALANCES --- DEBITS:					1,300.00	CREDITS:			.00	NET:	1,300.00

ACCOUNT DETAIL HISTORY FOR 2025 06 TO 2025 06

ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
74830	62720	Non-Employee Mileage							
						REVISED BUDGET			.00
					PER 01		285.60	285.60	
					PER 03		555.80	841.40	
					PER 04		92.40	933.80	
					PER 05		488.60	1,422.40	
25/06	1250 06/23/25	API 006980		240022	41367		121.50	1,543.90	
	W A062425	MHB MILEAGE 06/20/2025		ROBERT F. KASPER					
25/06	1250 06/23/25	API 003257		240023	41359		71.40	1,615.30	
	W A062425	MHB MEETIN & MILEAGE 6/20/2025		GAASVIG, CRAIG					
25/06	1250 06/23/25	API 006995		240024	1964998		93.80	1,709.10	
	W A062425	MHB MEETING & MILEAGE 6/20/202		CORY SMITH					
25/06	1250 06/23/25	API 003356		240025	41360		39.20	1,748.30	
	W A062425	MHB MEETING & MILEAGE 6/20/202		HUBBARD COUNTY TREAS					
	LEDGER BALANCES --- DEBITS:			1,748.30	CREDITS:		.00	NET:	1,748.30
74830	62990	Prof. & Tech. Fee - Other							
						REVISED BUDGET			6,300.00
					PER 01		9,735.32	9,735.32	
					PER 02		525.00	10,260.32	
					PER 03		525.00	10,785.32	
					PER 04		66,827.50	77,612.82	
					PER 05		525.00	78,137.82	
25/06	372 06/02/25	API 008195		238591	41184		6,800.00	84,937.82	
	W A060325	BUCKTHORN SURVEY		AITKIN COUNTY SWCD					
25/06	1250 06/23/25	API 002980		240030	41358		10,500.00	95,437.82	
	W A062425	AITKIN JACOBSON CAMPGROUND REC		AITKIN COUNTY					
25/06	1890 06/30/25	GEN					525.00	95,962.82	
	RECURRING	FINANCIAL SERVICE							
	LEDGER BALANCES --- DEBITS:			95,962.82	CREDITS:		.00	NET:	95,962.82
74830	63320	Employee Mileage							
						REVISED BUDGET			.00
					PER 01		248.97	248.97	
					PER 02		408.10	657.07	
					PER 03		159.11	816.18	
					PER 04		246.82	1,063.00	
					PER 05		238.07	1,301.07	
25/06	984 06/25/25	API 007742		239987	1964989		264.46	1,565.53	
	W OOP0525	May mileage		TERRILL, TIM					

ACCOUNT DETAIL HISTORY FOR 2025 06 TO 2025 06

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
LEDGER BALANCES --- DEBITS:					1,565.53	CREDITS:		.00	NET:	1,565.53
74830	64090	Office Supplies								
						REVISED BUDGET				.00
						PER 02		50.61	50.61	
						PER 04		15.10	65.71	
						PER 05		34.30	100.01	
25/06	1257	06/24/25	GNI					16.37	116.38	
	BREM	PCARD	guidebook mailing							
			TIM TERRILL	- USPS PO 2611000401	- guidebook mailing					
LEDGER BALANCES --- DEBITS:					116.38	CREDITS:		.00	NET:	116.38
GRAND TOTAL --- DEBITS:					162,873.17	CREDITS:		-200.00	NET:	162,673.17

22 Records printed

** END OF REPORT - Generated by Matthew Donley **

ACCOUNT DETAIL HISTORY FOR 2025 07 TO 2025 07

ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
74830	53290	Natural Resources							
						REVISED BUDGET			.00
						PER 01	-31,013.04	-31,013.04	
						PER 04	-8,051.74	-39,064.78	
						PER 05	-33,595.97	-72,660.75	
25/07	1977 07/30/25	GNI					-39,439.40	-112,100.15	
	ST OF MN	DNR4Q-25							
						LEDGER BALANCES --- DEBITS:	.00	CREDITS:	-112,100.15
							NET:	-112,100.15	
74830	58300	Miscellaneous Other Revenue							
						REVISED BUDGET			.00
						PER 01	-17,750.00	-17,750.00	
						PER 02	-32,700.00	-50,450.00	
						PER 03	-13,000.00	-63,450.00	
						PER 04	-350.00	-63,800.00	
						PER 05	-1,000.00	-64,800.00	
25/07	1966 07/30/25	GNI 826286	Britny.McC 59737				-1,000.00	-65,800.00	
	iNovah	GR INFLUENCER							
						LEDGER BALANCES --- DEBITS:	.00	CREDITS:	-65,800.00
							NET:	-65,800.00	
74830	58400	MHB - Sales							
						REVISED BUDGET			.00
						PER 04	-100.00	-100.00	
						PER 06	-100.00	-200.00	
25/07	1493 07/21/25	GNI 825244	Britny.McC 59622				-200.00	-400.00	
	iNovah	GUIDBOOK SALES							
						LEDGER BALANCES --- DEBITS:	.00	CREDITS:	-400.00
							NET:	-400.00	
74830	61000	Salaries & Wages - Regular							
						REVISED BUDGET			.00
						PER 01	6,215.61	6,215.61	
						PER 02	6,625.85	12,841.46	
						PER 03	6,464.23	19,305.69	
						PER 04	6,464.23	25,769.92	
						PER 05	11,312.42	37,082.34	
						PER 06	6,464.24	43,546.58	
25/07	534 07/11/25	PRJ PR0711	1250711 1250711		1250		3,232.12	46,778.70	
	PAY071125	WARRANT=250711	RUN=1 BI-WEEKL						
25/07	1597 07/25/25	PRJ PR0725	1250725 1250725		1250		3,232.12	50,010.82	
	pay072525	WARRANT=250725	RUN=1 BI-WEEKL						

ACCOUNT DETAIL HISTORY FOR 2025 07 TO 2025 07

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC	REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
LEDGER BALANCES --- DEBITS:						50,010.82	CREDITS:		.00	NET:	50,010.82
74830	61200	Active Insurance									
									REVISED BUDGET		.00
									PER 01	2,034.70	2,034.70
									PER 02	2,034.70	4,069.40
									PER 03	2,034.70	6,104.10
									PER 04	2,037.30	8,141.40
									PER 05	2,035.35	10,176.75
									PER 06	2,035.35	12,212.10
25/07	534	07/11/25	PRJ	PR0711	1250711	1250711	1250		1,006.02	13,218.12	
PAY071125 WARRANT=250711 RUN=1 BI-WEEKL											
25/07	1597	07/25/25	PRJ	PR0725	1250725	1250725	1250		1,029.33	14,247.45	
pay072525 WARRANT=250725 RUN=1 BI-WEEKL											
LEDGER BALANCES --- DEBITS:						14,247.45	CREDITS:		.00	NET:	14,247.45
74830	61300	Employee Pension & FICA									
									REVISED BUDGET		.00
									PER 01	871.06	871.06
									PER 02	933.21	1,804.27
									PER 03	908.73	2,713.00
									PER 04	908.73	3,621.73
									PER 05	1,522.02	5,143.75
									PER 06	908.73	6,052.48
25/07	534	07/11/25	PRJ	PR0711	1250711	1250711	1250		454.36	6,506.84	
PAY071125 WARRANT=250711 RUN=1 BI-WEEKL											
25/07	1597	07/25/25	PRJ	PR0725	1250725	1250725	1250		454.36	6,961.20	
pay072525 WARRANT=250725 RUN=1 BI-WEEKL											
LEDGER BALANCES --- DEBITS:						6,961.20	CREDITS:		.00	NET:	6,961.20
74830	62100	Telephone									
									REVISED BUDGET		.00
									PER 01	61.53	61.53
									PER 02	61.80	123.33
									PER 03	61.46	184.79
									PER 04	61.66	246.45
									PER 05	61.30	307.75
									PER 06	61.23	368.98
25/07	1177	07/14/25	API	006205		241256	41592		6.21	375.19	
W C072225 COUNTY WIDE BILL CONSOLIDATED TELECOM											

ACCOUNT DETAIL HISTORY FOR 2025 07 TO 2025 07

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC	REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
25/07	1597	07/25/25	PRJ	PR0725	1250725	1250725	1250		55.00	430.19	
	pay072525	WARRANT=250725		RUN=1	BI-WEEKL						
	LEDGER BALANCES	---	DEBITS:			430.19	CREDITS:		.00	NET:	430.19
74830	62990		Prof. & Tech. Fee - Other								
							REVISED BUDGET				6,300.00
							PER 01		9,735.32	9,735.32	
							PER 02		525.00	10,260.32	
							PER 03		525.00	10,785.32	
							PER 04		66,827.50	77,612.82	
							PER 05		525.00	78,137.82	
							PER 06		17,825.00	95,962.82	
25/07	982	07/15/25	API	101649		241252	1965519		6,175.00	102,137.82	
	W A071525	WEST INVOICE				WEST COMMUNICATIONS					
25/07	1607	07/29/25	API	000729		242058	41626		675.00	102,812.82	
	W C072925	GIS Mapping				BRINKS WETLAND					
25/07	2172	07/31/25	GEN						525.00	103,337.82	
	RECURRING	FINANCIAL SERVICE									
	LEDGER BALANCES	---	DEBITS:			103,337.82	CREDITS:		.00	NET:	103,337.82
74830	63320		Employee Mileage								
							REVISED BUDGET				.00
							PER 01		248.97	248.97	
							PER 02		408.10	657.07	
							PER 03		159.11	816.18	
							PER 04		246.82	1,063.00	
							PER 05		238.07	1,301.07	
							PER 06		264.46	1,565.53	
25/07	1604	07/24/25	API	007742		242030	1965719		461.09	2,026.62	
	W OOP0625	June mileage				TERRILL,TIM					
	LEDGER BALANCES	---	DEBITS:			2,026.62	CREDITS:		.00	NET:	2,026.62
74830	63340		Hotel & Meals Travel Expense								
							REVISED BUDGET				.00
							PER 01		170.56	170.56	
							PER 02		20.45	191.01	
25/07	1496	07/22/25	GNI						11.95	202.96	
	BREM PCARD	board meal									
		TIM TERRILL - DAIRY QUEEN #12890 - board meal									

ACCOUNT DETAIL HISTORY FOR 2025 07 TO 2025 07

ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
25/07	1496 07/22/25	GNI					14.52	217.48	
	BREM PCARD	canoe race meeting							
		TIM TERRILL - MCDONALD'S F18824 - canoe race meeting							
	LEDGER BALANCES --- DEBITS:			217.48		CREDITS:	.00	NET:	217.48
74830	64090	office supplies							
						REVISED BUDGET			.00
						PER 02	50.61	50.61	
						PER 04	15.10	65.71	
						PER 05	34.30	100.01	
						PER 06	16.37	116.38	
							21.77	138.15	
25/07	1496 07/22/25	GNI							
	BREM PCARD	guidebook mailing							
		TIM TERRILL - USPS PO 2611000401 - guidebook mailing							
25/07	1496 07/22/25	GNI					22.52	160.67	
	BREM PCARD	guidebook mailing							
		TIM TERRILL - USPS PO 2611000401 - guidebook mailing							
25/07	1496 07/22/25	GNI					56.01	216.68	
	BREM PCARD	printer ink							
		TIM TERRILL - WAL-MART #1654 - printer ink							
	LEDGER BALANCES --- DEBITS:			216.68		CREDITS:	.00	NET:	216.68
	GRAND TOTAL --- DEBITS:			177,448.26		CREDITS:	-178,300.15	NET:	-851.89

20 Records printed

** END OF REPORT - Generated by Matthew Donley **



IMMEDIATE PRESS RELEASE 7/1//25

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Mississippi Headwaters Board (MHB) Approves of funding for Buckthorn Survey in Aitkin County

Janet Smude, Aitkin Soil & Water Conservation District (SWCD) manager, requested funding for two projects at the May MHB board meeting: The first request was for a buckthorn inventory to be conducted along the Mississippi River from Aitkin to the town of Jacobson, and the second was for a Lake Association summit to be held in July of 2025. The buckthorn control project will use drones to fly the Mississippi river corridor to determine where the buckthorn is located, and use control methods including cuttings, herbicides, and planting of Virginia wild rye to establish vegetative cover to control the spread of it. Janet said that these control methods have been used in other counties successfully. The second request was for funding a Lake Association Summit to talk with lake association members and others concerned with water protection in their lakes, rivers, and streams. Janet stated that citizen input added to water quality conversations is crucial to help meet the needs and concerns of the county. The board agreed that this is a good use of public funding, and approved of both requests for a total of \$6,800. This is one useful way the MHB is helping improve the area in which we live.



IMMEDIATE PRESS RELEASE 7/15/25

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Upcoming Brainerd Mississippi River Paddle Event

Most people would rather view history than read about it, so a Water History Paddling Excursion event is being offered August 9th at Lum Park. Bring your own kayak, canoe, or Paddleboard and enjoy a peaceful paddle on the Mississippi River from Lum Park to Kiwanis Park. Along the way you can stop and view signage on the Mississippi river of where past structures and events took place that helped shape this community. The event is FREE and a FREE shuttle service is provided to return those participating back to Lum Park to retrieve vehicles. The event is sponsored by the Mississippi Headwaters Board, Crow Wing County Historical Society, and Crow Wing Energized. To learn more about the event visit: <https://www.mississippiheadwaters.org/events.asp>



IMMEDIATE PRESS RELEASE 8/1//25

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Aitkin County Land Dept. Receives Miss. Headwaters Board funding for Recreational Site

The Aitkin Land Department requested funding from the Mississippi Headwaters Board (MHB) to move two campsites in a campground away from a deteriorating bank of the Mississippi River. The board asked if there was anything that could be done to protect the bank from erosion and solve the problem rather than remedy it. Dennis Thompson said that streambank stabilization is an option, but it was determined that it would be expensive since it is on the large Mississippi River. After considering the engineering solution and the ongoing changes in river courses, they concluded that moving two campsites might be the most practical solution rather than investing in expensive stabilization efforts. The MHB voted unanimously to fund the project and move the two campsites to a more stable place away from the Miss. River.

Mississippi River excursion signs are a hit for paddlers

The signs installed by the Mississippi Headwaters Board generated \$61,000 to local economies in 2024, according to estimates by the board.



There are 15 routes along the Mississippi River that are currently mapped out by excursion signs thanks to an initiative by the Mississippi Headwaters Board. The board is planning to add three more this year: near Crosby, Brainerd and Cohasset.

FNS file photo

For paddlers looking for routes along the Mississippi River, the Mississippi Headwaters Board now has them covered.

The board is putting up signs guiding paddlers on routes along the Mississippi River across eight counties in northern Minnesota. The excursion signs are put on river accesses and detail where the route leads to, the history of the area around the river, safety reminders and more. Paddlers can see where the routes are by visiting mississippiheadwaters.org/scenicRecreation.

“I noticed there's a lot of kayaking going on (the Mississippi River),” said Executive Director Tim Terrill. “So I was like, well, how can we get something useful and promote something useful that people could use?”

That's where the signs come in, which were first put up in 2019. There are 15 routes along the river that are currently mapped out by excursion signs. The board is planning to add three more this year: near Crosby, Brainerd and Cohasset.



This excursion sign by a Bemidji-area Mississippi River access is one of 15 installed by the Mississippi Headwaters Board, which shows a map of where the route leads to on the river, the history of the area around the river and safety reminders.

Leo Pomerence / Bemidji Pioneer

“I really wanted to connect and make something that the people could enjoy,” Terrill said. “It really exceeded my expectations.”

The signs guide paddlers on routes that range from around three to five hours long. For those who don’t know the area, there’s a QR code that visitors can scan that will bring up a map on their phone that they can follow paddlers as they go downstream.

“Once you scan that QR code, it will follow you down the river like Google Maps,” he said. “And you don't need cell phone service.”



A map that guides paddlers on a 7-mile route on the Mississippi River. The QR code in the corner can download the map to a visitor's phone and can navigate them on the river without cell phone service. Leo Pomerence / Bemidji Pioneer

The board estimates that the paddling routes generated \$61,000 to local economies in 2024, using estimates from QR code data, doubling the total in 2022 and 2023. The board assumed each person who scanned the QR code spent \$40 on gas, food or other essentials to come up with their estimate.

The board also runs events called “resourcetainment,” in which participants paddle down the river and have a social hour afterward.

Three scheduled events are planned for this summer:

- **Aitkin Paddle Your Glass Off:** Set for 9 a.m. to 1 p.m. on June 14 in Aitkin, paddlers will take a route down the river and enjoy music, craft beer and games afterward.
- **Paddle & Pint:** Set for 9 a.m. to 1 p.m. on July 12, in Cohasset, paddlers will park at the end of the route, and a party bus will shuttle them to the beginning of the route. Afterward, folks will eat at Bear Ridge Pizza in Cohasset.
- **Mississippi History Paddling Excursion:** Paddlers will stop at certain historical areas along the river in Brainerd from 2:30 to 5 p.m. on Aug. 9.

“People are really liking the events,” Terrill said. “When you give it a snappy name like ‘resourcetainment,’ everybody’s like, ‘Oh that’s such a cool idea.’”

The Mississippi Headwaters Board is an organization put together by eight northern Minnesota counties to limit land use along the Mississippi River and to maintain the river’s health and ecosystem, according to their website. Those counties include Beltrami, Hubbard, Cass, Itasca, Clearwater, Aitkin, Crow Wing and Morrison.

Another part of their mission is to promote recreation on the river, which Terrill is very passionate about. With the excursion signs project, he’s excited to see its popularity so far.

“These signs help bring about awareness, education, but they just take away all the unknown factors,” he said. “It gets people on the river, and once you’re on the river, you wanna protect it.”

Mississippi River paddle event set Aug. 9 at Lum Park

The excursion will follow the Mississippi River from Lum Park to Kiwanis Park.

Contributed / Metro Newspaper Service

By Dispatch staff report

July 20, 2025 at 12:57 PM

Comments

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News Reporting

BRAINERD — A water history paddling excursion event is being offered 2:30-5 p.m. Aug. 9 at Lum Park in Brainerd.

Those participating should bring their own kayak, canoe or paddleboard. The excursion will follow the Mississippi River from Lum Park to Kiwanis Park. Along the way participants can stop and view signage on the Mississippi River of where past structures and events took place that helped shape the community.

The event is free and a free shuttle service will be provided to return those participating back to Lum Park to retrieve vehicles.

The event is sponsored by the Mississippi Headwaters Board, Crow Wing County Historical Society, and Crow Wing Energized. To learn more about the event

visit: <https://www.mississippiheadwaters.org/events.asp> .

8:51

100

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Crow Wing Paddlers







Ron Plinske is at Mississippi Headwaters Board.

1d · 

...

I've lived here 12 years and paddled parts of the Mississippi but never this entire route, from Lum Park to Kiwanis. Thank you organizers, Tim, [Fert Faust](#) and others who took the effort to make this happen. It was a beautiful day to learn more about the river and the people who came before us.











  27

6 comments 1 share

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 Comment

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 9+







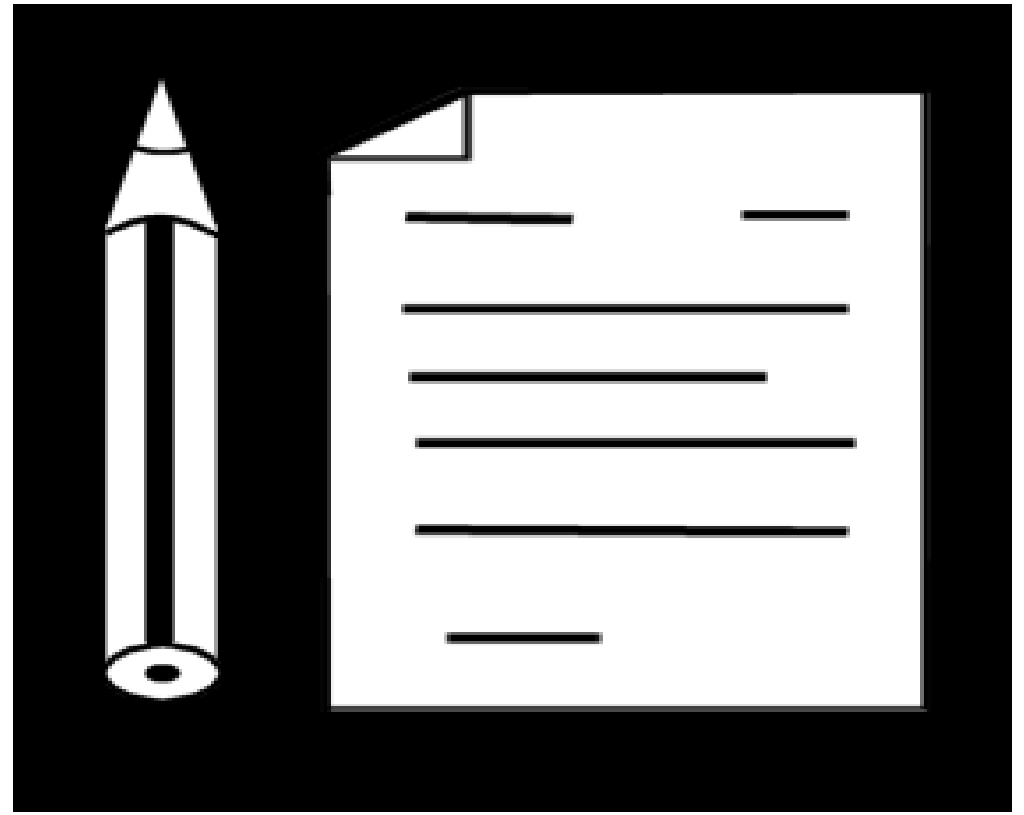


Mississippi Headwaters Board Biennial Report 7/1/23—6/30/25

Director's Report

Advancing Our Influence:

Over this past biennium the Mississippi Headwaters Board (MHB) has implemented many practices that protect the natural, recreational, cultural, historical, and scientific values of the Mississippi River. While this helps protect our treasured resource, the MHB board has also used its authority and political persuasion to further increase wholistic protections for the Mississippi River. From the passage of a federal bill to Board recommendations for other agencies, the MHB has tirelessly worked to clarify conversations and focus other's visions to promote unity of thought and conversation. I hope you enjoy reading this highlight report on how we have furthered our mission.



Bowen Lodge Land Exchange

For the past four years the MHB has been working with the Chippewa National Forest, Representative Pete Stauber, Senator Tina Smith, and Senator Amy Klobuchar to move a bill forward to protect environmentally sensitive land on Lake Winnibigoshish. The board developed a resolution of support and worked with these three federal legislators to pass a House bill to allow a land exchange between the Chippewa National Forest and Bowen Lodge. While the bill passed in the House of Representatives in 2025, the bill is currently being considered by the Senate.

While legislative work was being done, the MHB also worked with the Chippewa National Forest to administratively move the land exchange forward. It is expected that the land exchange will occur in October 2025

Success Story:

MHB has successfully clarified the benefits of this bill among federal legislators in order to create common support and strategy for this vital piece of legislation. Unifying legislators on this issue is the most effective way to preserve and protect the land.



Rep. Pete Stauber Visiting landowner Bill Heig on his property to discuss a land exchange



Rep. Pete Stauber



Sen. Tina Smith



Sen. Amy Klobuchar

Morrison SWCD Soil Health Day

On August 9th, 2023 the Morrison Soil and Water Conservation District hosted their second annual Cultivating Soil Health Field Day at the Sobieski Community Center. It was a great turnout with over 120 farmers and consumers in attendance. Speakers came from across MN to promote the benefits of soil health practices.

The event started with time for networking between speakers and vendors. There was a full house of vendors including Arnold's Equipment, Centra Sota Cooperative, Environmental Tillage Systems- Soil Warrior, Farm Service Agency, LaCrosse Seed, Natural Resources Conservation Service, Minnesota Department of Agriculture's MN Ag Water Quality Certification Program, Morrison Soil and Water Conservation District, Saddle Butte Ag, and Udermann's Custom No-till Planting and Drilling attended the meeting. This was a great time for farmers to talk one on one with the speakers about their personal experiences of the adoption

Success Story:

The MHB provided funding to the Morrison SWCD to facilitate conversations to promote and support soil health.



Morrison Soil & Water Conservation Soil Health Day



Farmer's networking and discussing options to improve soil health

MAPCED Economic Development Award For RESOURCETAINMENT

Resourcetaintment is a unique concept developed by the Mississippi Headwaters Board to promote Mississippi River paddling events that spread awareness about this natural resource and boost local economic development. The implementation of the concept was executed by Aitkin County, the Chamber of Commerce, and the Aitkin County Water Trails committee which promotes a “Naturally Better” recreational/economic branding campaign for the cities and towns in the county. A paddle down the Mississippi was held for the general public and a social hour was put on after the paddle to provide an opportunity for the public to engage with local vendors. Over the past three years this format has generated almost \$10,000 worth of economic activity for local restaurants and craft breweries. This collaboration is a key factor in the success of Resourcetaintment, and all stakeholders in this process worked diligently to turn this concept into a successful reality.

Success Story:

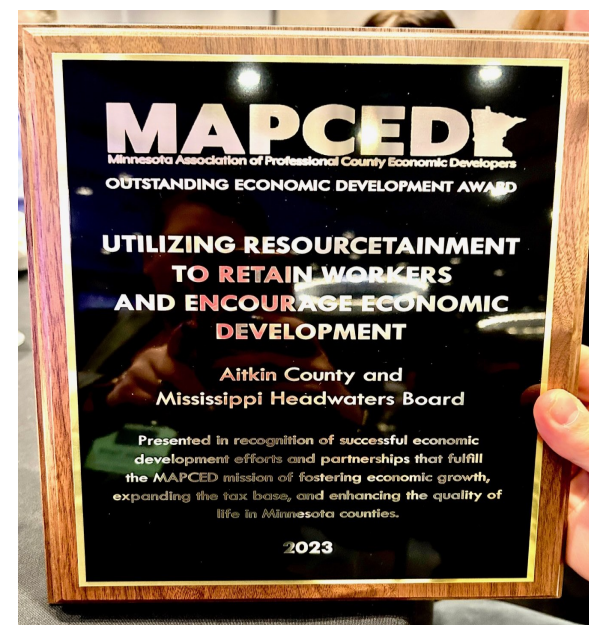
This model was replicated in multiple MHB counties and generated \$ in the 2023 to 2025 season.



Loading of kayaks onto trailer for transport to launching site.

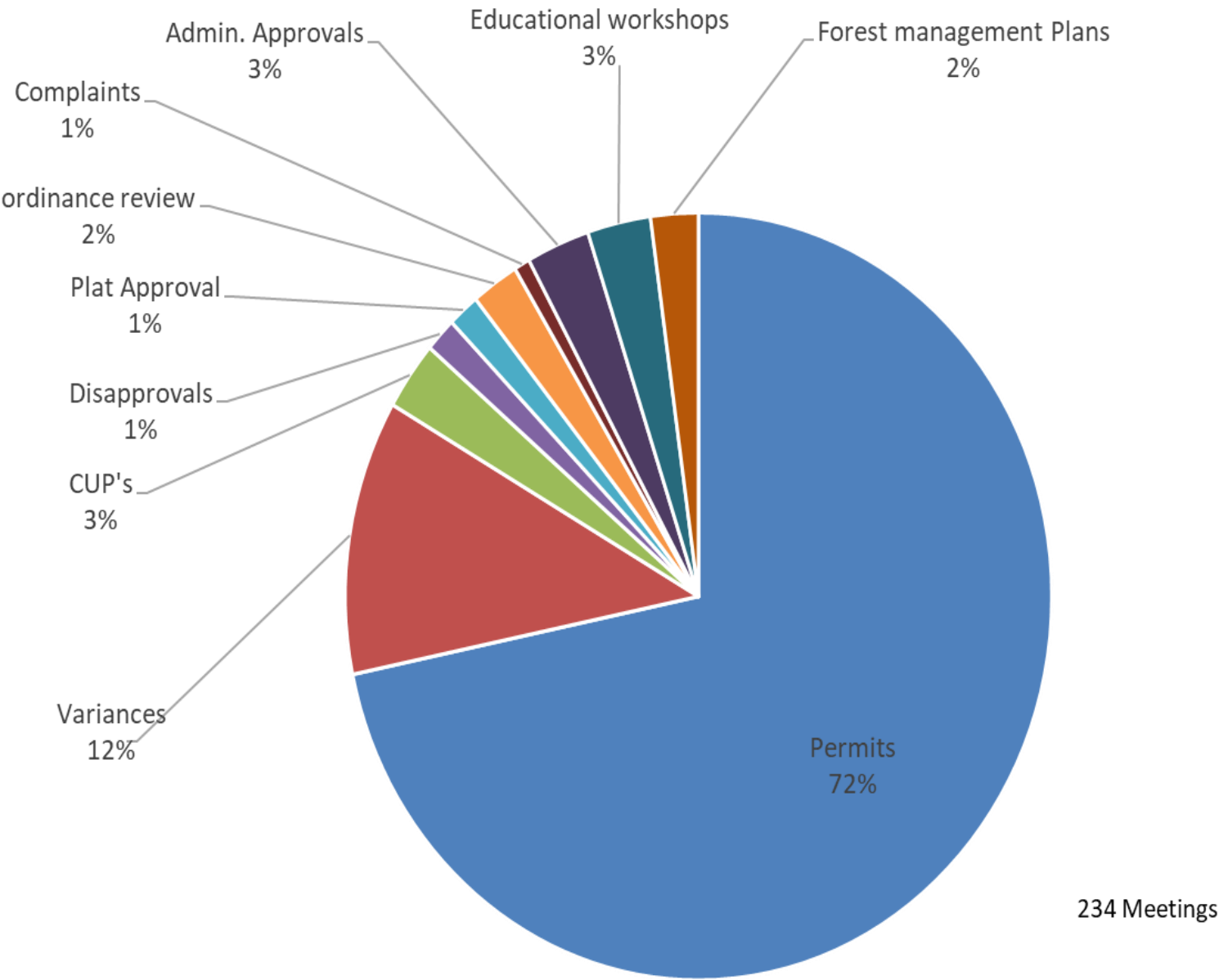


MHB & Aitkin County receiving MAPCED Award for Economic Development at Assoc. of MN Counties Annual Conference.



MN Assoc. of Professional County Economic Developers Award

Regulatory Actions



Executive Director Report

May - June 2025

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. I mailed 20 guidebooks to Pioneer photography.
7. Began creating and gathering data for biennial conference report.
8. Sent invoice to Visit Grand Rapids for payment for influencer videos.
9. Completed DNR 4th quarter report and sent it in.
10. I began working on LSOHC status reports for MHHCP program.
11. I wrote a summary paragraph for review for the Minnesota State Championship Canoe Race.
12. Posted on social media the Paddle & Pint after event reel. The event was well attended with 59 people attending.
13. Updated biennial conference PowerPoint to include Crow Wing Gully Repair project that we helped fund.
14. Created routes on Miss. River and sent them to Mitch for production.

Meetings & Networking

6/14 Attended Aitkin Paddle Your Glass Off event. It was a sold-out event with 102 people attending, and I passed out QR codes so people could scan and learn more about other events MHB is hosting and learn about other places to paddle on their own.

6/22 Talked with Caleb Smith from Frohn Township. He is looking to replace a gravel road with an asphalt road and wanted to know the process.

7/2 Talked with Bill Heig about the process concerning the land exchange.

7/2 emailed partners to discuss Paddle & Pint coordination for 7/12.

7/2 submitted form to the Explore Minnesota Tourism Conference to be a breakout session speaker. If selected, the conference will be on February 11 & 12th 2026 in Duluth MN.

7/7 Met with CW county commissioner Jamie Lee to discuss the programs of the MHB.

7/8 Sent out event reminder for Paddle & Pint. There are over 45 people wanting to attend this event.

7/10 Held telephone meeting with LCCMR grant specialist Tiffany Schaufler. There will be an LCCMR tour in North Central MN in September, and she wanted to confirm with me that I was available to be there and discuss the Whiskey Creek project with the group. I suggested that the theme of the project should be "partnership coordination at multiple levels," and I invited Melissa Barrick and Brad Chapulis to attend as well.

7/18 Paddled the Mississippi in Aitkin to get time recordings for signage.

7/12 Attended Paddle and Pint event in which 59 people attended. I am in the process of figuring out the economic impact of that event.

7/16 Added the Minnesota Canoe Championships to the events page. This will be an MHB promoted event to help familiarize people with the Mississippi river. Even though this is a race event, there is the Beaver Paddle Battle open to any citizens that want to participate. It should be a good Resourceainment event.

7/21 Attended Morrison DRT meeting to discuss variances with landowner.

7/22 Attended Itasca County board meeting and met with new commissioners and talked about the programs of the MHB.

7/28 Reviewed Beltrami County Timber salvage harvest plan that will harvest damaged trees that were left from the June 21, 2025 storm.

7/30 Sent signs to Chip for creation and production on Public Water Accesses.

7/31 Attended the Aitkin Lake Association Summit meeting in which around 30 people attended. I was able to give a short 1-minute talk about our social media and signage program and pass out a flyer and QR codes to lead them to our website.

8/4 Emailed Leech Lake Chamber of Commerce and provided them with an example of the marketing services we can provide for natural resource tourism and economic development.

8/8 Attended Aitkin County Lakes and Rivers Association meeting and later held the History Paddle in Brainerd. Around 35 people attended the paddling event.