# "Team Up for Clean Waters" Itasca Waters Quarterly Board Meeting Monday, October 16, 2017 4:00 pm

J135, Itasca County Courthouse

**Board members present**: Dennis Anderson, Jan Best/Brian Whittemore, Patty Gould-St. Aubin, Bill Grantges, Dave Lick, Davin Tinquist, John Zimmerman

Technical Board present: Andy Arens, Eric Raitanen

**Board absent**: Kathy Cone, John Downing, Katy Hopkins, Pat Leistikow, Bill Marshall, Grant Prokop, Jan Sandberg,

Technical Board absent: Moriya Rufer, Dan Swenson, Dan Steward

Guests: Tim Scherkenbach, Megan Christianson

As there was no quorum, any actions will need to be ratified at the November Executive Committee meeting or at the January Quarterly meeting (including August and September actions of Executive Committee).

#### 1. Administrative Items

#### a. Agenda

Motion to approve the agenda. (John Zimmerman, Davin Tinquist) M/S/U

#### **b.** Minutes from Quarterly Board meeting July 21, 2017 (sent via email)

Motion to approve minutes from the July 21, 2017 Quarterly meeting. (Brian Whittemore, John Zimmerman) M/S/U

## c. Approve Treasurer's Report

See Attachments #1 & #2. David Lick in Pat Leistikow's absence gave the report. Essentially \$92,000 is available for use, of that \$25,000 left over from Blandin and being used with their permission to do public awareness. This includes the Youth Summit and will also be used for some payments for the website make over.

Motion to approve the Treasurer's Report. (Patty Gould St. Aubin, Bill Grantges) M/S/U

#### d. Approval of new Board members

Dave introduced Tim Scherkenbach and read his bio, including a lifelong career mostly in management of air and water quality initiatives.

Motion to approve the election of Tim Scherkenbach to the Itasca Waters Board of Directors. (Patty Gould St. Aubin, Bill Grantges) M/S/U

Patty GSA introduced Megan Christianson, discussing Megan's work in local area boards with a current focus on resorts.

Motion to approve the election of Megan Christianson to the Itasca Waters Board of Directors. (Bill Grantges, Brian Whittemore) M/S/U

#### e. Website Project

Brian is meeting with Terry Barth and his designer to authorize the beginning of the web remake tomorrow. Brian lowered his estimate of cost based on Terry's input believing it will come in at \$5-10k for the rewrite with an additional \$5k to be paid to the designer for art and images.

Motion to approve up to \$5,000 to initiate website redevelopment work. (Brian Whittemore, John Zimmerman) M/S/U

## f. We are Water Project

Brian and Jan gave an overview, covering many of the details already in earlier minutes for the benefit of the new board members. MN Humanities is the lead agency, they choose 6-8 venues, with IW agreeing to be the lead for Grand Rapids. Reif will be the local display venue. The Historical Society and Isaac Walton league are early partners. There is an upcoming meeting to delve into details. The grant originally envisioned was not obtained by MN Humanities but the Humanities budget is likely to fill a gap for what is needed for a local coordinator - details at the meeting.

## g. Shoreland Project

JZ described project, a replacement for our focus on AIS. With community input we decided on "shoreland." Four focus areas are littoral, buffer planting, erosion and runoff, excavation and septics. First step was an outline for each area that would serve as the website basis - since developed into the best 6-10 questions a homeowner would have in each area. IW would not develop original content, rather be a broker for the best authorities and their answers via URL's. There will be a landing page to help make it easy and functional, then moving on to perhaps service projects in the four areas like landscapers, excavators, speakers' bureau, site assessments, and similar.

#### h. Blandin Grant

Dave covered this update, referenced John Connelly's involvement, our first meeting and his goals, then broke the \$150,000 request into components for the three years of the project: \$75,000 - hire director, \$10,000 Deer Lake septic inspection seed money, \$5,000 for a second lake septic project, \$5,000 to fund work for ICOLA, \$10-15,000 for our website remake and maintenance, and then less defined amounts for PR, services like site visits and similar. Andy Ahrens talked about State of Minnesota grants that are available to help local government units provide loans to private property owners to cover the cost of septic system construction and upgrades.

#### 2. Committee/Other Reports

#### a. Education Committee

Dave L. briefly noted that planning for the 2018 Youth Summit is underway, and that speakers for this event on May 22nd have generally been identified.

## **b.** Membership Committee – Patty Gould-St. Aubin

Patty GSA has had many conversations with Katie H. about the base membership list that Shirley Loegering maintained. Dave L. said he would contact Shirley to get the list; he also said that he would get a letter drafted that could be sent to the membership that would also include an application form. The body of letter could also be used in an email that could be sent to all members having electronic addresses. Megan C. noted that the best time to get all of this done would be in early November; it's before the holidays and gives businesses ability to use donations as a deduction on their 2017 taxes. Finally, it was decided that any electronic membership payments should be setup through PayPal rather than Donor Snap.

# c. AIS – Bill Grantges

Bill Grantges reviewed the AIS Coordinator Program Report dated October 16, 2017; copies were handed out to meeting attendees. Bill highlighted the following points:

Watercraft inspections will continue in the County through November 1; in 2017 30 inspectors conducted 24,000 watercraft inspections in the County

Zebra mussels were discovered in Little Winni Lake 1.7 miles downstream from the Winni dam

Zebra mussels were discovered in North Star Lake; there was follow-up discussion by the group regarding mistakes that were made in communications prior to DNR posting notices about the infestation at public landings on the lake

A \$420,00 Multi-Region Resort Ambassador Program grant was awarded to Itasca County, Cass County and Lake Vermillion/Burnside Lake region to develop and expand AIS detection and inspections at resorts, lodges, campgrounds and marinas. Itasca County is the lead for the program. Megan C. noted that it will be critical that AIS information/messages be delivered to resorts and similar. on a person to person basis.

Following Bill's presentation there was discussion regarding the need for and deterrent value of having DNR conservation officers and Itasca County Sheriffs writing tickets when boaters are caught bringing AIS to boat accesses. To date, only warnings have been issued and this is not sending a strong enough message.

Meeting adjourned 6:10 pm

Executive Committee meetings are the second Wednesday at 10 am, typically at Second Harvest board room. Minutes are distributed to all Board members and all members are invited to attend the Executive Committee meetings.

A schedule for the 2018 Board meetings will be set at the November Executive Committee meeting.

## ATTACHMENT #1

ATTACHMENT #1		<del></del>				T			
Itasca Water Legacy Partnership									
September Summary	2017	Final							
Fiscal Year ending 12/31/2017									
October 11, 2017									
, .	IWLP		Youth Education	Adult Education	Blandin	Itasca County AIS	Itasca County AIS	Itasca County AIS	
	Operating	Memorials	Summit	Summit	IWLP Operating		Communications	CAP Mini Grants	Total
Revenue									
Beginning Balance 01/01/2017	64,729.91	1,696.36	-	-	30,952.52	2 14,101.67	27,502.49	2,500.00	141,482.95
Memberships and Donations	2,423.00					-	-		2,423.00
Misc Grants	1,400.00								1,400.00
AIS Grants	·								-
AIS Grants returned						(12,099.66)	(12,288.07)	(2,500.00)	(26,887.73)
Memorials									-
Interest and Dividends	32.88	1			69.0	2			101.90
Administrative fee	2,202.99	1							2,202.99
Miscellaneous									-
Subtotal Revenue FY 2017	6,058.87	-	-	-	69.0	2 (12,099.66)	(12,288.07)	(2,500.00)	(20,759.84)
Available Cash Revenue FY 2017	\$ 70,788.78	\$ 1,696.36	\$ -	\$ -	\$ 31,021.5	4 \$ 2,002.01	\$ 15,214.42	\$ -	\$ 120,723.11
Expenditures									
Contracted Services	269.67		1,629.33				14,517.78		16,416.78
Salaries and Wages									-
Employer paid benefits						363.37			363.37
Accounting Fees	1,014.60	1							1,014.60
Dues and Memberships	400.00	1							400.00
Equipment									-
Fuel and Oil						39.44			39.44
Grant Administration Fee						1,506.35	696.64		2,202.99
Insurance	1,176.00	1							1,176.00
Interest and bank fees	8.00	1							8.00
Mileage and Travel						49.10			49.10
Registration Conferences									-
Postage	235.00		39.20						274.20
Education		1	(5,300.40)		5,300.4	0			-
Program Supplies	200.00		2,731.87						2,931.87
Promotion	2,180.00	1	400.00						2,580.00
Reimbursement Other		1				43.75			43.75
Rental and Storage		1	500.00						500.00
Repair and Maintenance		1							-
Supplies and printing	701.70								701.70
Website	1,019.22								1,019.22
Subtotal Expenditures FY 2017	\$ 7,204.19	\$ -	\$ 0.00	\$ -	\$ 5,300.4	0 \$ 2,002.01	\$ 15,214.42	\$ -	\$ 29,721.02
Ending Cash balance 09/30/2017	\$ 63.584.59	\$ 1,696.36	\$ (0.00)	\$ -	\$ 25,721.1	4 \$ -	\$ -	\$ -	\$ 91,002.09
Checking	7 55,50 1.55		(0.00)	T	10,,21,1			1	19,654.02
Timing Differences-Payroll									- 15,054.02
Savings		<del></del>							69,166.09
Edward Jones									2,181.98
Total Cash Balance 09-30-2017									\$ 91,002.09
Total Cash Balance as 30 2017									φ 31,002.03

## ATTACHMENT #2

Itasca W	ater Legacy P	artnership									
	scal Year 201										
		October 10, 2017		IWLP	IWLP	Youth	Blandin	Itasca County	Itasca County	Itasca County	
		,		Operating	Memorial	Summit	IWLP	AIS Prevention	AIS Communication	AIS CAP	
Beginniı	ng Balances 0	1/01/2017		64,729.91	1,696.36	-	30,952.52	14,101.67	27,502.49	2,500.00	141,482.95
Evnandi	turos										
Expendi Check #		Name	Amazunt								
		Name Card Service Center	Amount	885.97				00.54	2 500 00		2 474 51
1781	, -, -		3,474.51					88.54	2,500.00		3,474.51
1782			128.00	128.00							128.00
1783			250.00 45.00	250.00 45.00							250.00 45.00
1784								42.75			
1785		Card Service Center	58.96	15.21				43.75			58.96
4700		Bank charge on bad check	4.00	4.00							4.00
1786			216.00	216.00		500.00					216.00
1787		Itasca Co Ag Assoc	500.00	2.5-		500.00					500.00
4=0-		Delux Checks	21.50	21.50					0.00= 0=		21.50
1788		Wildlife Forever	8,625.00						8,625.00		8,625.00
1789		John Zimmerman	69.67	69.67							69.67
1790			152.00	152.00							152.00
1791		William Grantges	2,517.78						2,517.78		2,517.78
1792		Wildlife Forever	875.00						875.00		875.00
1793		Itasca Water Legacy Partnership	1,175.99					479.35	696.64		1,175.99
1794		Itasca County	26,887.73					12,099.66	12,288.07	2,500.00	26,887.73
1795		Card Service Center	427.98	427.98							427.98
1796			160.00	160.00							160.00
1797		SFM Risk Solutions	1,025.00	1,025.00							1,025.00
1798		Sally Sedgwick	200.00	200.00							200.00
1799			2,403.50			2,403.50					2,403.50
1800			112.00	112.00							112.00
2076	5/19/2017	MN Lakes and Rivers	150.00	150.00							150.00
2077	5/19/2017	Izaak Walton	200.00	200.00							200.00
2078	6/6/2017	Kayak Lady	200.00			200.00					200.00
2079	6/6/2017	Uncommon Loons VOID	-			-					-
2080	6/6/2017	Derek Fox	146.86			146.86					146.86
2081	6/6/2017	Card Service Center	348.76	348.76							348.76
2082	6/8/2017	John Latimer	200.00			200.00					200.00
2083	6/8/2017	Lets Go Fishing	150.00			150.00					150.00
2084	6/20/2017	C N A Surety	187.00	187.00							187.00
2085	6/20/2017	Terry Barth	112.50	112.50							112.50
2086	6/20/2017	Kathy Cone	39.20			39.20					39.20
2087	6/22/2017		57.59			57.59					57.59
2088		Market Place Foods	123.92			123.92					123.92
2089			779.33			779.33					779.33
2090		John Schroeder	100.00			100.00					100.00
2091		Nathan Bergstedt	100.00			100.00					100.00
2092		Rachel Randle	100.00			100.00					100.00
		Berkely insurance refund	(277.00)	(277.00)							(277.00)
2093		The Lake + Co	1,880.00	1,880.00							1,880.00
2094	1 1	Card Service Center	99.00	99.00							99.00
		Bank charge on bad check	(4.00)	(4.00)							(4.00)
2095		Bill Grantges	100.00	100.00							100.00
2096		APG Media of MN	400.00	_00.00		400.00					400.00
2030		SFM Risk Solutions	(716.00)	(716.00)		100.00					(716.00)
2097			246.60	246.60							246.60
2057	5,5,2017		2-0.00	2-0.00	1		1			I	240.00

Itasca W	ater Legacy P	artnershin									
	scal Year 2017										
Detail Fis	scar rear 2017			DA/I D	DA/LD	V	Dia a dia			Itaaaa Cassats	
		October 10, 2017		IWLP	IWLP	Youth	Blandin	Itasca County	Itasca County	Itasca County	
2098	0/0/2017	Itassa Matar Lagasy Partnership	F 200 40	Operating	Memorial	Summit	1WLP 5,300.40	AIS Prevention	AIS Communication	AIS CAP	5,300.40
2098		Itasca Water Legacy Partnership Itasca Water Legacy Partnership	5,300.40				5,300.40	1 027 00			1,027.00
2100		Itasca SWCD	1,027.00 200.00	200.00				1,027.00			200.00
2100		GIS of NE MN									1,000.00
2101	9/11/2017	GIS OF INE IVIN	1,000.00	1,000.00							1,000.00
	1/15/2017	employee payroll	363.37					363.37			363.37
		. , , ,									
Total Exp	penditures		61,944.15	7,239.19	-	5,300.40	5,300.40	14,101.67	27,502.49	2,500.00	61,944.15
Receipts			a== = :	0==							
		Memberships	275.00	275.00							275.00
		Memberships	100.00	100.00							100.00
		Memberships	150.00	150.00							150.00
		Memberships - K Foundation	25.00	25.00							25.00
		Memberships	200.00	200.00							200.00
	<u> </u>	Western National refund Memberships	5.00 25.00	5.00 25.00							5.00 25.00
	1/31/2017		8.80	25.00			8.80				8.80
		Memberships	450.00	450.00			0.00				450.00
		Community Foundation	1,000.00	1,000.00							1,000.00
		Western National refund	38.00	38.00							38.00
		Memberships	50.00	50.00							50.00
		Memberships	50.00	50.00							50.00
	2/10/2017	•	(25.00)	(25.00)							(25.00
	2/28/2017		7.95	( ,			7.95				7.95
	2/16/2017	Membershps	319.00	319.00							319.00
		Memberships	25.00	25.00							25.00
	2/21/2017	Memberships	75.00	75.00							75.00
	2/24/2017	Memberships	25.00	25.00							25.00
		Memberships	199.00	199.00							199.00
1793		Itasca Water Legacy Partnership	1,175.99	1,175.99							1,175.99
	3/31/2017		8.80				8.80				8.80
		Membership	30.00	30.00							30.00
		Membership	100.00	100.00							100.00
		Membership	100.00	100.00							100.00
	4/30/2017		8.52				8.52				8.52
	5/31/2017		8.81				8.81				8.81
		Memberships	50.00	50.00							50.00
		Memberships	40.00	40.00							40.00
		Memberships  Denotion returned	25.00	25.00							25.00
	6/29/2017	Donation returned	(40.00) 8.52	(40.00)			8.52				(40.00 8.52
	7/31/2017		8.52				8.52				8.52
2098		Itasca Water Legacy Partnership	5,300.40			5,300.40	0.01				5,300.40
<b>4030</b>	8/9/2017	Itasca Water Legacy Partnership	2,300.40	1,027.00		3,300.40					1,027.00

Itasca W	ater Legacy Partnership										
Detail Fig	scal Year 2017										
		October 10, 2017		IWLP	IWLP	Youth	Blandin	Itasca County	Itasca County	Itasca County	
				Operating	Memorial	Summit	IWLP	AIS Prevention	AIS Communication	AIS CAP	
	8/24/2017 Membershi	os	50.00	50.00							50.00
	8/29/2017 GRACF		400.00	400.00							400.00
	8/31/2017 Interest		8.81				8.81				8.81
	9/13/2017 Membershi	os	100.00	100.00							100.00
	9/30/2017 Interest		8.53	8.53							8.53
	Dividends		24.35	24.35							24.35
			17.00	17.00							17.00
	`										
<b>Total Re</b>	Total Receipts		11,463.29	6,093.87	-	5,300.40	69.02	-	-	-	11,463.29
Current	Current Balance		91,002.09	63,584.59	1,696.36	-	25,721.14	-	0.00	-	91,002.09