

**MINUTES OF REGULAR MEETING OF POLICY COMMITTEE**

**PINE RIVER COMPRESHESIVE WATERS MANAGEMENT PLAN IMPLEMENTATION  
(CMPI)**

A regular meeting of the Policy Committee (PC) was held by teleconferencing at the Cass County Land Department Meeting Room, 218 Washburn Ave E, Backus, MN, and called to order by Chair Jeff Peterson at 1:00 p.m. on April 6th, 2022. Members present: JoAnn Weaver, Supervisor Crow Wing Soil and Water Conservation District (SWCD); Jeff Peterson, Commissioner, Cass County; and Jim Ballenthin by telephone, Cass SWCD. Minutes taken by Adam Maleski, District Technician, Crow Wing SWCD.

Advisory committee members and supporting staff: Melissa Barrick, Crow Wing SWCD; Adam Maleski, Crow Wing SWCD; Kelly Condiff, Cass SWCD; Nicole Erickson, CWC Environmental Specialist; Jeff Hrubes, Board of Water and Soil Resources (BWSR); Chris Pence, BWSR; John Lubke, Mayor of Jenkins; Bob Holman, Dave Peterson, Ron Meyer, Pine River Watershed Alliance; Kayli Skinner, The Nature Conservancy.

All of the following motions passed by unanimous roll call vote by JoAnn Weaver, Jim Ballenthin, and Jeff Peterson, all voting aye.

**MSP Approved proposed Agenda;** copy attached.

**MSP Approved Minutes of Meeting of November 18, 2021.**

**MSP The Policy Committee recommends that Crow Wing SWCD Board of Supervisors approve the Pine River 1W1P Phase 2 Work Plan and submit the work plan to BWSR.** Some additional dollars may be allocated to the Whitefish Stormwater Input Analysis and deducted from Chlorides training or Culvert Replacement still waiting on the final quote from a consultant.

Grant Title	Activity	Budgeted Amount	Source Type
Pine River 1W1P Phase 2	Chlorides Training	\$50,000	Current State Grant
Pine River 1W1P Phase 2	Culvert Replacement	\$25,000	Current State Grant
Pine River 1W1P Phase 2	Grant Administration	\$48,000	Current State Grant
Pine River 1W1P Phase 2	Great Plains Native Seed Drill	\$50,000	Current State Grant
Pine River 1W1P Phase 2	Great Plains Native Seed Drill	\$8,400	Landowner Fund
Pine River 1W1P Phase 2	Marketing/Supplies	\$10,000	Current State Grant
Pine River 1W1P Phase 2	Pasture Management	\$45,000	Current State Grant
Pine River 1W1P Phase 2	Private Forest Management	\$45,000	Current State Grant
Pine River 1W1P Phase 2	Project Development	\$41,000	Current State Grant
Pine River 1W1P Phase 2	Shoreline Buffers and Rain Gardens	\$78,142	Current State Grant
Pine River 1W1P Phase 2	Technical Assistance	\$50,000	Current State Grant
Pine River 1W1P Phase 2	Whitefish Stormwater Input Analysis	\$40,000	Current State Grant

Pine River Comprehensive Watershed Management Plan Policy Committee

Pine River Phase 1 Progress

Item	Goal	Action	Budgeted Amount	HUC Watershed Focus	Spent As April 6, 2022	Encumbered	Funds Available	% Available
Private Forest Management	1	Cost-share for Forest Management Plans for enrolling 2C or SFIA and for best management practices	\$14,492.52	Ada, Whitefish, Ossie	\$12,549.14	\$1,870.50	\$1,943.38	13%
Whitefish Stormwater Input Analysis and Municipal Stormwater Mapping	2	Inventory Stormwater Inputs of culverts or large impervious surfaces adjacent to the lakes and municipal stormwater mapping	\$60,500	Upper Whitefish, Clamshell, City of Pine River	\$50,960.74		\$9,539.26	16%
PTMapp South Fork Watershed	2	Complete PTMApp on the South Fork subwatershed	\$22,930	South Fork	\$22,930		0	0%
Shoreline Buffers and Rain Gardens	2	Implement near-shore stormwater infiltration BMPs on developed lots	\$157,111.27	Pig and Clamshell	\$14,767.26	\$92,726.58	\$142,344.01	91%
Pasture Management	3	Grazing management systems and stream exclusions	\$50,000		\$41,985.80		\$8,014.20	16%
Culvert Inventory	4	Culvert Inventory and database and Replacement fund	\$20,500		\$16,925.75		\$3,574.25	17%
Chlorides Training and Equipment	7	Train service provides and provides cost-share funds for LGUs to upgrade equipment	\$2466.21		\$2466.21		0	0%
Marketing/Supplies	8	Handouts, materials, ads, printing	\$15,000		\$5279.63		\$9,720.37	65%
Project Develop.			\$91,000		\$43,322.16		\$47,677.84	52%
Grant Administration			\$48,000		\$26,704.22		\$21,295.78	44%

Project Updates: 1:00 p.m. to 2:15 p.m.

- 2.1. 2022 Project Outlook Adam Maleski and Kelly Condiff reviewed each plan goal and planned actions for summer 2022.
- 2.2. Education/Outreach Plan-Adam Maleski showed the mailers that Dain created for Lower Hay Lake. Melissa Barrick talked about the nitrate clinics for 2022.
- 2.3. Chloride Update- Dave Peterson, Ideal Township, and Mayor John Lubke, City of Jenkins, presented the chloride work they have been doing with Connie Fortin.
- 2.4. Crow Wing County New Homeowners Material- Nicole Erickson went through outreach materials that will be mailed to new buyers regarding shoreline ordinances.
- 2.5. Midwest Glacial Lakes Partnership- Adam Maleski talked about the upcoming training with the Gull Chain of Lakes, Whitefish Chain, and Mantrap Lakes. The training will be on April 22<sup>nd</sup> with lake association heads.

2. MSP Adjournment at 2:35 p.m. Policy Committee agreed to meet in the Fall of 2022.

## AGENDA

Pine River Comprehensive Watershed Management Plan Policy Committee

Regular Meeting

04.06.2022

1:00 to 3:00 p.m.

Online: Teams Link

Link: [Click here to join the meeting](#)

In-person: Cass County Land Department

Address: 218 Washburn Ave E, Backus, MN, 56435, US

1. Call to Order 1:00 p.m.
2. Agenda **Approval**
3. Secretary Report **Approval**
4. Budget Report **Inform**
5. Phase 2 Work Plan **Recommendation**
6. Project Updates: 1:30 p.m. to 3:00 p.m.
  - 2.1 2022 Project Outlook (20 minutes)
  - 2.2 Education/Outreach Plan (20 minutes)
  - 2.3 Chloride Update (10 minutes)
  - 2.4 Crow Wing County New Homeowners Letter (15 minutes)
  - 2.5 Midwest Glacial Lakes Grant Update (15 minutes)
7. Adjournment and Next Meeting (5 Minutes)

## Pine River Comprehensive Watershed Management Plan Policy Committee

### 8. Pine River Phase 2 Work Plan

Displaying 1 - 12 of 12 results									
GRANT ID	GRANT TITLE	ACTIVITY	SOURCE DESCRIPTION	BUDGETED AMOUNT	SUM OF EXPENDITURES	SOURCE TYPE	MATCH?	ACTIVITY ACTIONS	PLANNING AND EXPENSE ACTIONS
C22-9953	Pine River 1W1P Phase 2	Chlorides Training	Pine River 1W1P Phase 2	\$50,000.00		Current State Grant	N	  	  
C22-9953	Pine River 1W1P Phase 2	Culvert Replacement	Pine River 1W1P Phase 2	\$25,000.00		Current State Grant	N	  	  
C22-9953	Pine River 1W1P Phase 2	Grant Administration	Pine River 1W1P Phase 2	\$48,000.00		Current State Grant	N	  	  
C22-9953	Pine River 1W1P Phase 2	Great Plains Native Seed Drill	Pine River 1W1P Phase 2	\$50,000.00		Current State Grant	N	  	  
C22-9953	Pine River 1W1P Phase 2	Great Plains Native Seed Drill	Payment for use of native seed drill	\$8,400.00		Landowner Fund	Y	  	  
C22-9953	Pine River 1W1P Phase 2	Marketing/Supplies	Pine River 1W1P Phase 2	\$10,000.00		Current State Grant	N	  	  
C22-9953	Pine River 1W1P Phase 2	Pasture Management	Pine River 1W1P Phase 2	\$45,000.00		Current State Grant	N	  	  
C22-9953	Pine River 1W1P Phase 2	Private Forest Management	Pine River 1W1P Phase 2	\$45,000.00		Current State Grant	N	  	  
C22-9953	Pine River 1W1P Phase 2	Project Development	Pine River 1W1P Phase 2	\$41,000.00		Current State Grant	N	  	  
C22-9953	Pine River 1W1P Phase 2	Shoreline Buffers and Raingardens	Pine River 1W1P Phase 2	\$78,142.00		Current State Grant	N	  	  
C22-9953	Pine River 1W1P Phase 2	Technical Assistance	Pine River 1W1P Phase 2	\$50,000.00		Current State Grant	N	  	  
C22-9953	Pine River 1W1P Phase 2	Whitefish Stormwater Input Analysis	Pine River 1W1P Phase 2	\$40,000.00		Current State Grant	N	  	  

MINUTES OF REGULAR MEETING OF POLICY COMMITTEE

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(CMPI)

A regular meeting of the Policy Committee (PC) was held by tele-conferencing at the Cass County Land Department Meeting Room, 218 Washburn Ave E, Backus, MN, and called to order by Chair Jeff Peterson at 12:30 p.m. on November 18, 2021, Members present: JoAnn Weaver, Supervisor Crow Wing Soil and Water Conservation District (SWCD); Bill Brekken, Commissioner, Jeff Peterson, Commissioner, Cass County; and Jim Ballenthin, Cass SWCD

Advisory committee members and supporting staff: Melissa Barrick, Crow Wing SWCD; Adam Maleski, Crow Wing SWCD; Nicole Erickson, CWC Environmental Specialist; Jacob Frie, CWC Environmental Supervisor; Jeff Hrubes, Board of Water and Soil Resources (BWSR); Chris Pence, BWSR; Bob Holman, Dave Peterson, Mike Tauber, Ron Meyer, Pine River Watershed Alliance, Shawn Tracy, HR Green; Danni McNeil, Minnesota Department of Natural Resources, Tim Terrill, Mississippi Headwaters Board, and Kayli Skinner, The Nature Conservancy.

All of the following motions passed by unanimous roll call vote by JoAnn Weaver, Jim Ballenthin, and Jeff Peterson, Bill Brekken all voting aye.

MSP Approved proposed Agenda; copy attached.

MSP Approved Minutes of Meeting of December 09, 2021.

MSP The Policy Committee recommends that Crow Wing SWCD Board of Supervisor amend the Pine River Watershed Implementation Grant funds as follows:

Item	Goal	Amount Move	Balance	Notes
Private Forest Mang.	1	<b>-\$15,507.48</b>	\$14,492.52	\$5,000 left for plans and projects
Shoreline	2	<b>+\$67,111.27</b>	<b>\$157,111.27</b>	Shoreline/Raingarden Projects
Culvert Inventory	4	<b>-\$12,000</b>	\$12,479.03	\$12,000 left to finalize project
Chlorides	7	<b>-\$39,603.79</b>	\$0	Working with the City of Jenkins and Ideal Township but not project as of right now.

Project Updates: 1:00 p.m. to 2:30 p.m.

- 2.1. Farmer Outreach Adam Maleski reviewed the projects that consultant farmers and Cass SWCD has worked with to begin to do best management practices (BMP) on agricultural lands.
- 2.2. PTMApp South Fork and Lake Plans -Melissa Barrick reviewed the PTMApp and current Cost-Benefit analysis for agricultural BMPs.

## Pine River Comprehensive Watershed Management Plan Policy Committee

- 2.3. Site Visits: Melissa Barrick and Adam Maleski discussed the lake associations they have met with and marketing ideas for what individual landowners can do on their property.
- 2.4. Culvert Inventory -Melissa Barrick reviewed information that was collected through the culvert inventory.
- 2.5. Stormwater Assessments Small Cities- Shawn Tracy (Pages 21-34 of Packet) reviewed the draft Pine Municipal Stormwater Analysis Technical Memorandum and specific locations that would be suitable for the BMPs.
- 2.6. Watershed Funding Phase II: Chris Pence indicated that the second funding phase would be available starting July 01, 2022. Melissa Barrick suggested that staff will work on a work plan phase II funding in winter 2022.
- 2.7. LSOHC and 319 Funding Grants-Melissa Barrick reviewed the other grants the Crow Wing SWCD has that relates to the Pine River Watershed, which includes:  
Federal Small Watershed Grant 319 \$320,705.50  
LSOHC Phase 1 Pine and Leech Watersheds \$2,800,000  
LSOHC Phase 2 Pine and Leech Watersheds \$1,609,000

2. Adjournment and Next Meeting. Policy Committee agreed to meet in the Spring of 2022.

Pine River Comprehensive Watershed Management Plan Policy Committee

5. Work Plan Amendment: Motion to recommend the Crow Wing SWCD Board to complete a work plan amendment as the following:

Item	Goal	Amount Move	Balance	Notes
Private Forest Mang.	1	<b>-\$15,507.48</b>	\$14,492.52	\$5,000 left for plans and projects
Shoreline	2	<b>+\$67,111.27</b>	<b>\$157,111.27</b>	DNR Shoreline Boat Access Project
Culvert Inventory	4	<b>-\$12,000</b>	\$12,479.03	\$12,000 left to finalize project
Chlorides	7	<b>-\$39,603.79</b>	\$0	Working with the City of Jenkins and Ideal Township but not project as of right now.

# Landowner Outreach Report

## Crow Wing SWCD LFT/PFM Outreach and Results

### General Outreach:

#### **Campaign # 1 – Postcard - Pine River Watershed**

- Date: August 2021
- Audience - Landowners in 1<sup>st</sup> priority minor watersheds.
- Geography - Pine River Watershed
- Message - Funding available to cover forest stewardship plan cost, benefits of plan
- Approach - Cold mailing to landowners with hopes of interested landowners reaching out for further information
- Outcomes - No responses yet



Dear Landowner,

Funding is available to cover the cost of a Forest Stewardship Plan for your property through the Comprehensive Pine River Watershed. These plans are great resources to receive professional advice on how to manage the forests on your property based on your individual goals.

**Benefits of a Forest Stewardship Plan:**

- Improve/maintain a healthy forest and timber value
- Enhance the natural beauty and land values
- Protect/enhance water quality
- Improve/increase wildlife habitat
- Access to financial incentive conservation programs

If interested in having a Forest Stewardship Plan written for your property, please call Andrew Seagren with Crow Wing SWCD at 218-828-6197 or please check the box and mail

I would like to talk with Andrew about a Forest Stewardship Plan for my property.

Best way to reach you:

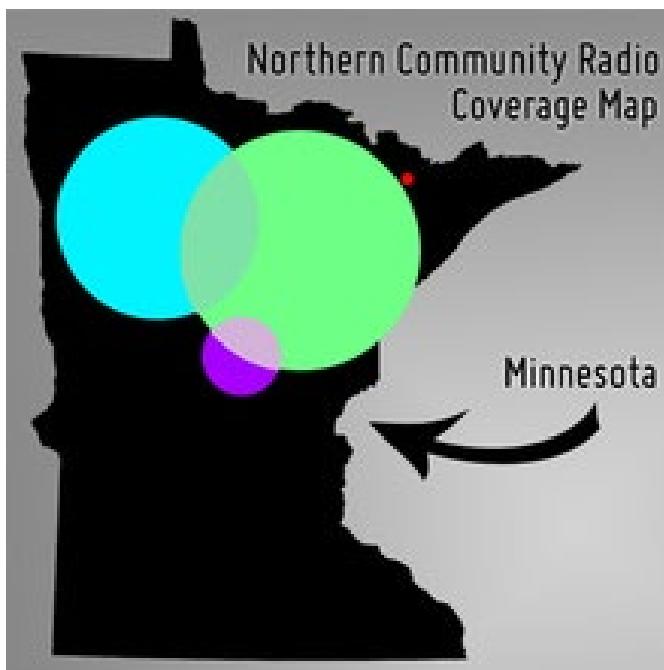


#### **Campaign # 2 – Presentation - Pine River Watershed Alliance**

- Date: June 15<sup>th</sup> 2021
- Audience - 30 attendees of Pine River Watershed Alliance meeting
- Geography - Pine River Watershed
- Message - Forest stewardship plan, SFIA, and conservation easements options available
- Approach - PowerPoint presentation
- Outcomes - Answered questions from attendees

### Campaign # 3 – Radio Interview – KAXE/KBXE

- Date - August 17<sup>th</sup> 2021
- Audience - Much of northern Minnesota (see map below). Broadcasted out of Brainer, Bemidji, and Grand Rapids
- Geography - Focused on Pine/Leech watersheds
- Message - SWCD services, forestry, and easement work. Work with NWLT
- Approach - Guest on NWLT Conservation Conversations segment. Provided listeners with conservation options
- Link - <https://www.kaxe.org/show/91-7-kaxe-90-5-kbxe-morning-show/2021-09-13/conservation-conversations-low-impact-lake-living>
- Outcomes - No direct results.

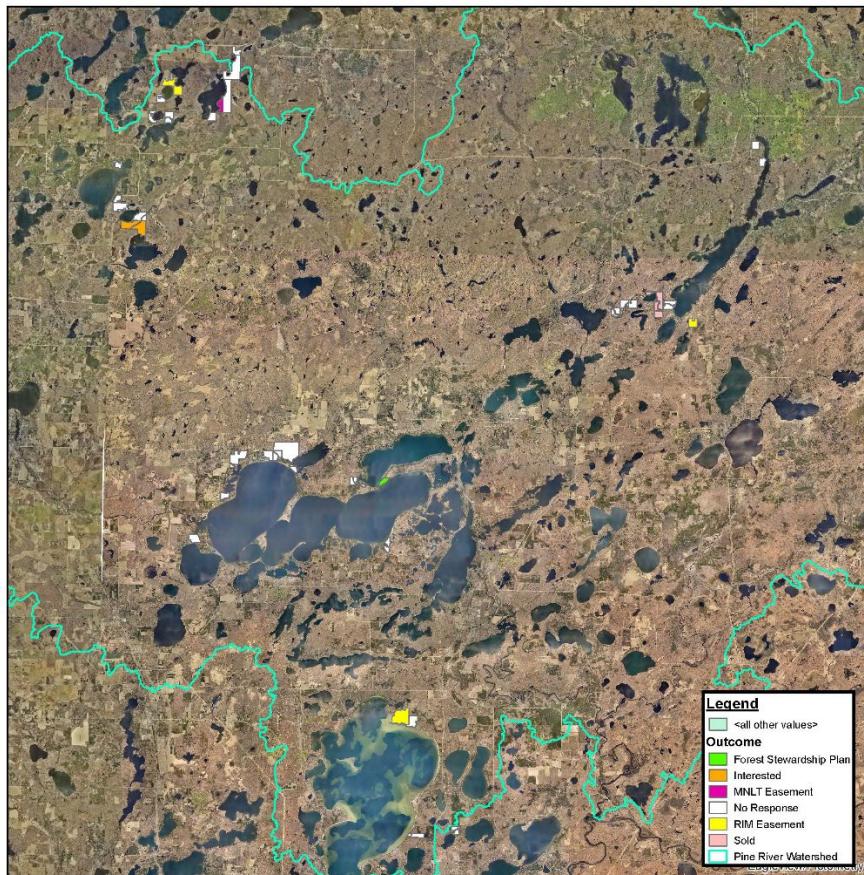


## **Targeted Outreach:**

### **Landowner Outreach Campaign # 1 – Easement Mailing- Brochure**

- Date - May 2021
- Audience - 33 Landowners with RAQ scores >4
- Geography - 1st priority minor watersheds in the Pine River Watershed
- Message - Financial incentive of conservation easement
- Approach - Mailing of map with estimated payment, and easement FAQ sheet
- Outcomes - 21.2% response rate
  - 7 Responses
  - 6 Expressed interest
  - 1 Forest stewardship plan
  - 3 applied for RIM easements (All three interested in forest stewardship plans as well)
  - 1 passed off to MN Land Trust for an appraisal-based conservation easement

**Easement Mailing Outcomes  
May 2021**



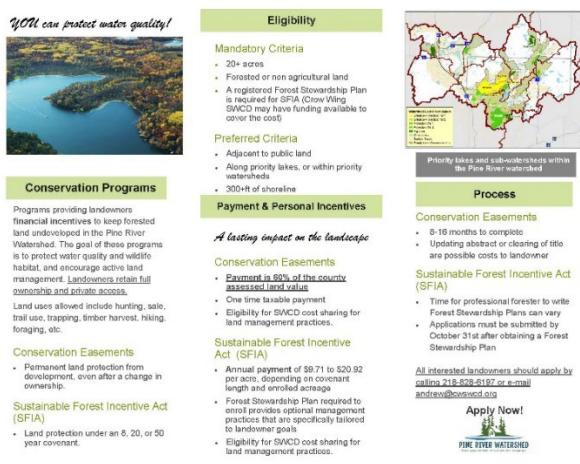
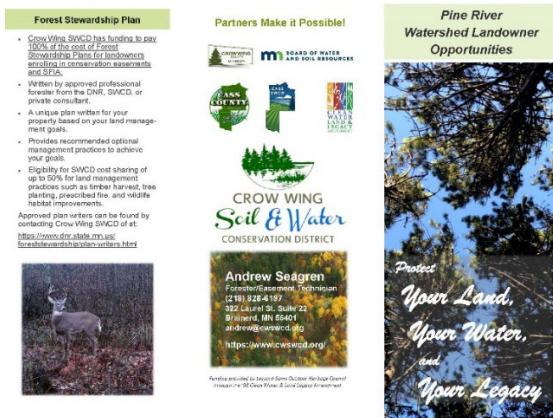
Created By: Andrew Seagren  
Date: 2/17/2022  
Program: Forestry & Easements

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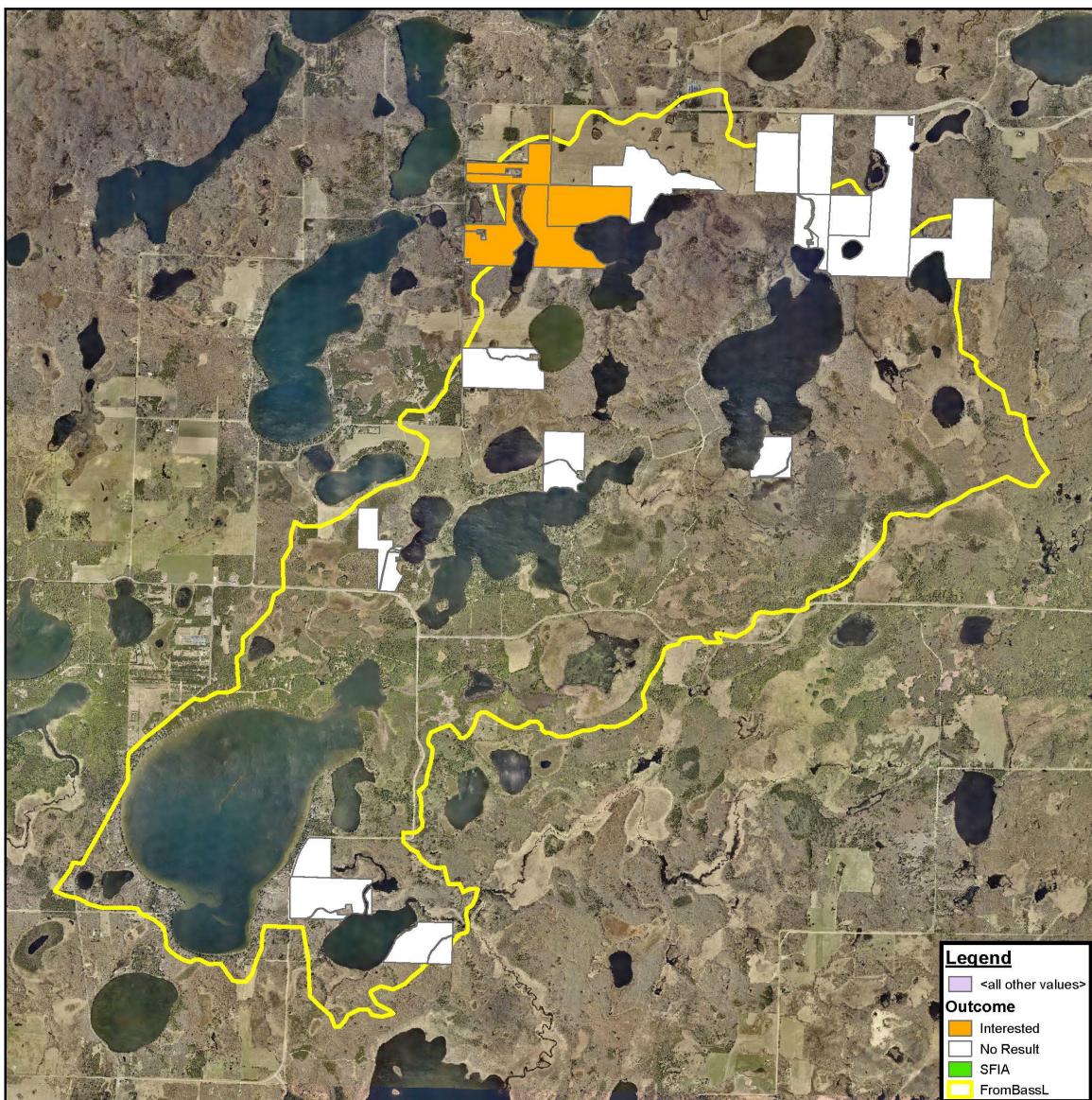


## Landowner Outreach Campaign # 2 – Easement/Forestry Mailing

- Date - January 2022
- Audience - 16 Landowners
  - 15 with RAQ > 5 and less than 50% of property classified as wetland
  - 1 who purchased property from landowner who previously applied for a conservation easement
- Geography –
  - 15 landowners in minor watershed 11029
  - 1 landowner in minor watershed 11065
  - Message – Landowner conservation options- Conservation easement, SFIA, forest stewardship plan. Presented benefits of each.
- Approach – Mailing with map, brochure, and easement FAQ sheet.
- Outcomes - 18.75% response rate
  - 1 enrolling in SFIA
  - 1 Asking about easements and SFIA
  - 1 interested in easement



## Forestry/Easement Mailing Outcomes - January 2022 Minor Watershed 11029

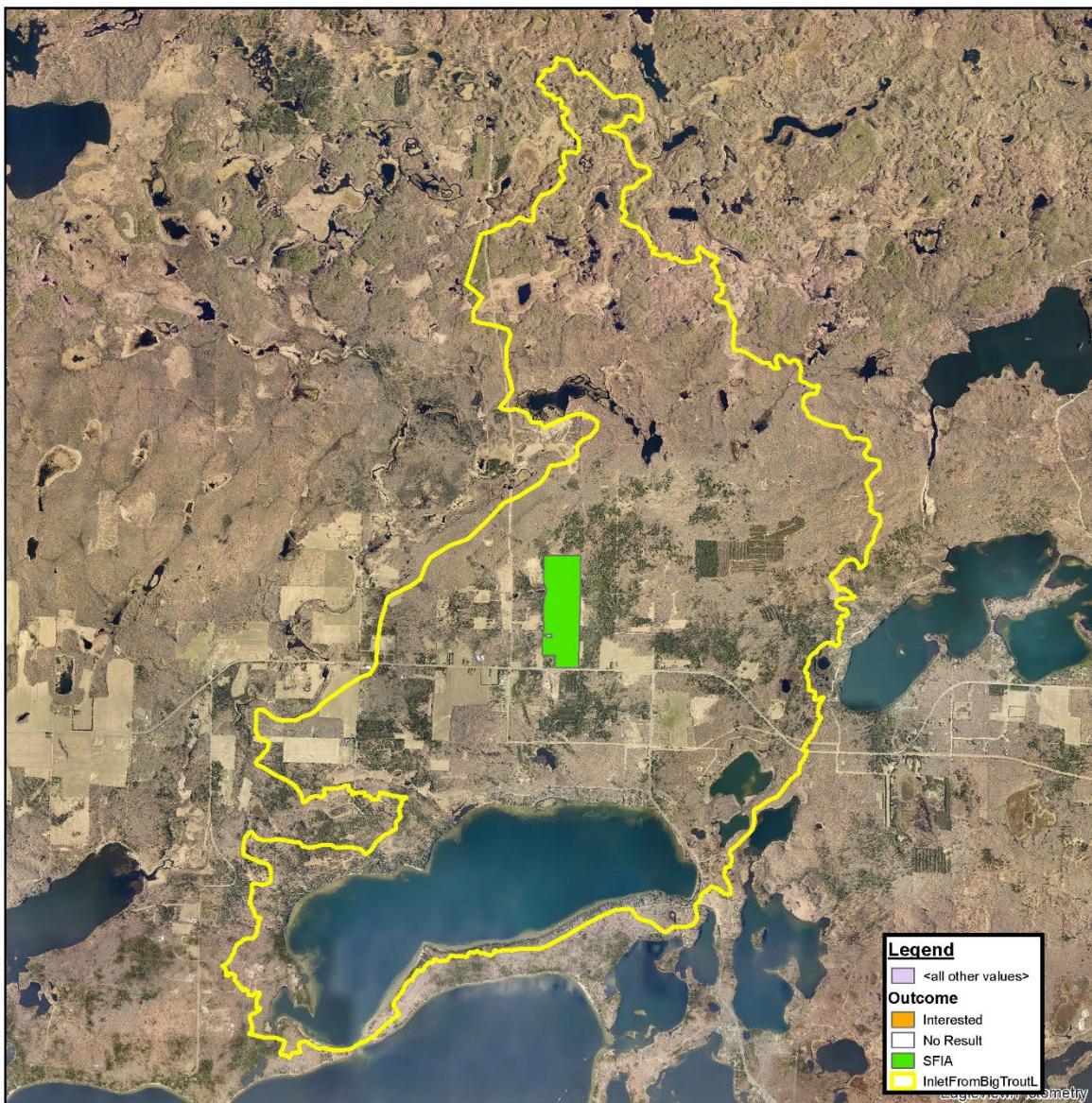


Created By: Andrew Seagren  
Date: 2/28/2022  
Program: Forestry & Easements

0 0.5 1 2 3 Miles



## Forestry/Easement Mailing Outcomes - January 2022 Minor Watershed 11065



Created By: Andrew Seagren  
Date: 2/17/2022  
Program: Forestry & Easements

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## Landowner Outreach Campaign # 2 – Easement/Forestry Mailing

- Date - March 2022
- Audience - 41 Landowners
  - Landowners with over 20 acres
- Geography –
  - Minor watershed 11065
  - Message – Landowner conservation options- Conservation easement, SFIA, forest stewardship plan. Presented benefits of each.
- Approach – Mailing with brochure, intended as a primer for a future easement-oriented mailing.
- Outcomes - 2% response rate
  - 1 Response
  - 1 with existing stewardship plan wanting to enroll about 200 acres in SFIA

**Forest Stewardship Plan**

- Crows Wing SWCD has funding to pay 100% of the cost of Forest Stewardship Plans for landowners enrolling in conservation easements and SFIA.
- Within an approved professional forester from the DNR, SWCD, or private consultant.
- A customized written plan for your property based on your land management goals.
- Professional recommended optional management practices to achieve your goals.
- Eligible for SWCD cost sharing of up to 50% for land management practices such as timber harvest, tree planting, habitat creation, and wildlife habitat improvements.

Approved plan writers can be found by visiting the following website:  
<https://www.dnr.state.mn.us/>  
 for research search in plan writers.html

**Partners Make it Possible!**



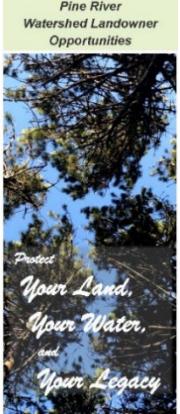
**CROW WING  
Soil & Water  
CONSERVATION DISTRICT**

**Andrew Seagren**  
Forester/Easement Technician  
(218) 829-4197  
2327 1/2 St. Suite 32  
Brainerd, MN 56401  
[andrew@cwswcd.org](mailto:andrew@cwswcd.org)  
<https://www.cwswcd.org/>

Approved to Mount Berry October 2019  
Approved the SWD Conservation Assessment

**Pine River  
Watershed Landowner Opportunities**

**YOU can protect water quality!**



**Conservation Programs**

Programs providing landowners financial incentives to keep forested land upland within the Pine River Watershed. The goal of these programs is to protect water quality and wildlife habitat, and encourage sound land management. Landowners retain full ownership and private access.

Land uses allowed include hunting, sale, trail use, trapping, timber harvest, hiking, foraging, etc.

**Conservation Easements**

- Permanent land protection from development, even after a change in ownership.

**Sustainable Forest Incentive Act (SFIA)**

- Annual payment of \$0.71 to \$20.92 per acre based on forest stand length and enrolled acreage
- Forest Stewardship Plan required to receive payment for management practices that are specifically aligned to landowner goals
- Eligibility for SWCD cost sharing for land management practices.

**Eligibility**

**Mandatory Criteria**

- 20+ acres
- Forested or non agricultural land
- A registered Forest Stewardship Plan is required for SFIA (Crows Wing SWCD can provide funding available to cover the cost)

**Preferred Criteria**

- Adjacent to public land
- Along priority lakes, or within priority watersheds
- 300+ ft of shoreline

**Payment & Personal Incentives**

**A lasting impact on the landscape**

**Conservation Easements**

- Payment is 50% of the county assessed land value
- One-time payment
- Eligible for SWCD cost sharing for land management practices

**Sustainable Forest Incentive Act (SFIA)**

- Annual payment of \$0.71 to \$20.92 per acre based on forest stand length and enrolled acreage
- Forest Stewardship Plan required to receive payment for management practices that are specifically aligned to landowner goals
- Eligibility for SWCD cost sharing for land management practices.

**Process**

**Priority Lakes and sub-watersheds within the Pine River watershed**



**Conservation Easements**

- 8-10 months to complete
- Updating abstract or clearing of title are possible costs to landowner

**Sustainable Forest Incentive Act (SFIA)**

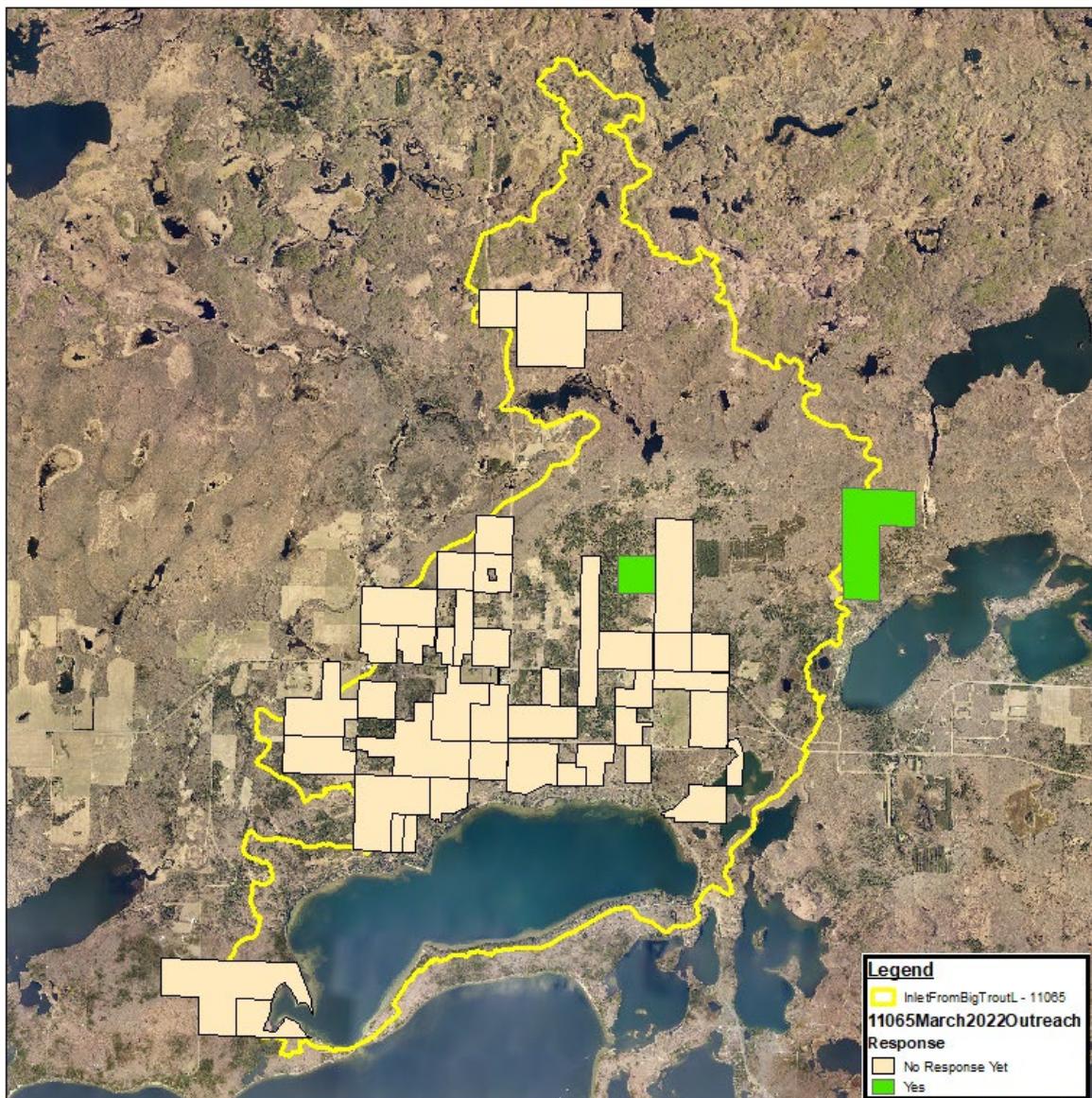
- Time for professional forester to write Forest Stewardship Plans can vary
- Applications must be submitted by October 31st after obtaining a Forest Stewardship Plan

**All interested landowners should apply by calling 218-529-4197 or e-mail [andrew@cwswcd.org](mailto:andrew@cwswcd.org)**

**Apply Now!**



## Forestry/Easement Mailing Outcomes - March 2022 Minor Watershed 11065



Created By: Andrew Seagren  
Date: 3/29/2022  
Program: Forestry & Easements

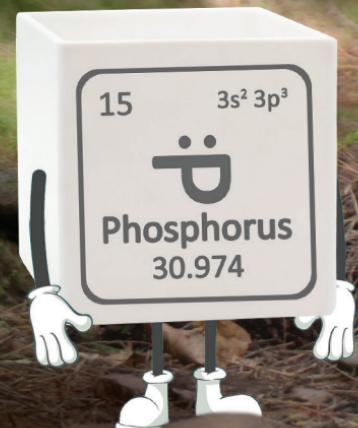
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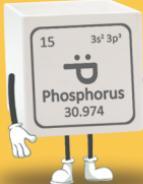


Scan to find out more  
at our website >



# PHOSPHORUS SHOULD STAY IN THE FOREST





# WOODLANDS CAPTURE & FILTER EXCESS PHOSPHORUS, WHICH IS HARMFUL TO OUR RIVERS & LAKES!

*Phosphorus* is a nutrient found in manure, leaves, soil, and fertilizer. Under natural conditions phosphorus is typically scarce in water. Human activities, however, have resulted in excessive phosphorus loading into our waters. Phosphorus triggers harmful algae blooms in lakes.

*Forests act as a giant sponge absorbing & filtering storm-water runoff which carries excess phosphorus.*



1 pound of phosphorus



= 500 pounds of algae

*Properly managing woodlands is one of the best ways to protect our rivers & lakes. Your local SWCD can point forest landowners to helpful woodland cost share programs.*

Contact Crow Wing SWCD to find out how to limit phosphorus from entering our waters.

218-828-6197 or visit [cswcd.org](http://cswcd.org)

Crow Wing SWCD  
322 Laurel St, Ste. 22  
Brainerd, MN 56401

## City of Jenkins meeting on low salt ideas

Connie Fortin – Bolton & Menk

Meeting minutes 1/25/2022

In attendance: Connie Fortin – Bolton & Menk, Jon Lubke -Mayor of Jenkins, Krista Okerman-City Clerk, Charles – City council

Suggestions for salt reduction:

1. **Consider a change from 60/40 sand/salt mix to less salt in mix.** Understanding your goal is not to melt snow but to provide traction on top of snow/compaction. Cubic yard sand weighs 2619 lbs and a cubic yard of salt weighs 2160 lbs. Note the salt used is nacl (rock salt).
  - a. In a recent year the City of Jenkins applied 24 cubic yards of salt/sand mix. About 21,000 lbs of salt was in that mix.
  - b. If they had used 80/20 mix (like Ideal township) and applied 24 cubic yards of sand/salt mix they would have applied 10,000 lbs of salt
  - c. If they had used a 90/10 mix and applied 24 cubic yards of sand/salt they would have applied 7,500 lbs of salt.
2. **Explore lower use of chloride- based dust suppressants or replace with non-chloride dust suppressants:** currently all gravel roads (4.5 miles) are treated with chloride- based dust suppressants annually.
  - a. In a recent year 6,700 gallons were applied of mgcl2 or cacl2 or a blend of the two.
  - b. How might the cl pollution from their winter and summer use might be compared? Here is one way to think of it. Your total rock salt used that year (21,000 lbs) would have created about 9,000 gallons of nacl brine. Mgcl2 and cacl2 have twice the chlorides as nacl. So if you doubled the damage estimate you would see that 6,700 gallons of mgcl2 would create about the same cl damage of 13,400 gallons of nacl brine. With this very rough calculation it appears that you are doing more cl damage over smaller route in the summer than you are doing cl damage over a larger route in the winter.
3. Create a snow and ice policy (like Ideal Township) that covers the compromise and vision of managing the level of service expectations, safety, budget, environmental threats. Include vision to not have salt storage pile in the City of Jenkins to protect ground water. Jenkins is doing a good job of low salt use today, largely due to the public acceptance of driving on snowy roads. The public should be congratulated for this wise acceptance of current standards as it will help protect the water for future generations. The City of Jenkins should also be proud of not storing salt within their community as this is a common threat to groundwater chloride pollution
  - a. A policy can help limit level of service creep and keep salt use to a minimum. Another source of help beyond looking at the Ideal Township policy is the MPCA model policy <https://www.pca.state.mn.us/sites/default/files/p-tr1-51a.pdf>
4. Create a dust suppressant policy that discusses the level of service expectations, costs and environmental threats.

## **Topics covered**

Level of service – winter: No intention to have bare pavement. Intention is to have traction on top of snow/ice. Low level of service expected. About 6 miles of road.

Level of service – summer: Dust control on 100% of gravel roads. High level of dust control expected. About 4.5 miles of road.

Salt Storage – No salt or salt/sand stored in Jenkins. This is good news for Jenkins as storage areas are known for ground water pollution.

Salt/Sand use – Winter. They are currently using 60/40 salt sand mix they get from Pequot. Might consider getting the 80/20 or 90/10 mix from Ideal Township. This would reduce chloride loading and will likely offer the same level of service they are achieving. Recent winters used about 24 yards of sand/salt mix with some years more and some less.

Salt use – summer seems to be an opportunity to look for reductions in chloride from the use of dust suppressants. Either in lowering amount or frequency of existing mgcl2 or cacl2. Seem to be in favor of exploring non-chloride dust suppressant experiment. Enviro-tech is their supplier and Enviro-tech has non-chloride options for dust control. They are more expensive, and I think they have more than 1 option. Recent years the amount used ranged from 5,822 to 7,830 gallons.

Water softening – Explore education for the community on private wells and septic systems to be aware of the salt use and some basic strategies for reducing water softening salt.

Equipment – Possibility of replacing underbody blade with segmented blade. Since no chemicals are used, no need for pavement temperature sensors, since mix of gravel and paved roads, can't change front or wing blades but since the underbody only used on paved roads, could explore upgrading that cutting edge. This may get them better snow removal, but I do not think it will be a big benefit in salt reduction.

Water testing – The are part of a water monitoring program, suggested they add chloride to get a baseline reading on chloride in groundwater today.

Policy – Krista to send existing ordinance. Connie suggested they look at Ideal Township snow and ice policy with level of service discussion.

**Resolution #2022-0**  
**RESOLUTION ESTABLISHING A**  
**SNOW AND ICE CONTROL**  
**POLICY**  
**Ideal Township**  
**Crow Wing County - Minnesota**

**WHEREAS**, the Town Board (“Board”) of Ideal Township (“Town”) is the road authority and provides maintenance for approximately 49 miles of road in the Town;

**WHEREAS**, the Board, as the road authority, provides for snow and ice control on the town roads it has designated to receive winter maintenance;

**WHEREAS**, the Board determines it is in the best interest of the Town to develop a policy to set out how snow and ice control activities will be conducted on town roads considering the limited maintenance budget, personnel, equipment available, **public safety and environmental protection, which are competing factors, to make the best decision for our current and future township residents;**

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby adopts the following as the snow and ice control policy for the Town:

**I. POLICY CONSIDERATIONS**

In developing this policy for how to best undertake snow and ice control activities in the Town, the Board has had to balance a number of factors including, but not limited to, the following: public safety; the amount of funds available for these activities; the number and availability of town personnel to engage in these activities; the safety of town personnel; the wish to maintain an efficient transportation system; enable the delivery of emergency services; avoid damage to Town property and personal property; **the protection our surface and ground water, infrastructure and roadside soils** and the cost effective allocations of resources. A further explanation of some of these policy considerations follows:

1. **Budgetary**: The funds the Town has available for snow and ice control are derived from two sources. The first is the town road and bridge tax levy that is set by the town electors at the annual town meeting held in March. The second source of funds comes from the gas tax imposed and collected by the state, a small portion of which is distributed to towns to help maintain their roads. The Board has no direct control over either source of funding. A proposed levy is submitted to the town electors at the annual town meeting, but the actual amount of the Town’s road and bridge levy is determined solely by a vote of the electors.
2. **Personnel & Equipment**: The Town typically has 2 full-time employees available to carry out snow and ice control activities. One of the full-time Town employees is designated the maintenance lead.

The Town owns and has available the following items of equipment for snow and ice control:

- 2022 Western Star Plow Truck - White – VIN #5KKA9VFE3NPNA6559
- 2011 International Plow Truck - Yellow – VIN #1HTWDAZR7BJ322771
- 2016 Ford F350 Work Truck – One-ton – VIN #1FD8X3H65GEA52709
- 2006 John Deere Wheel Loader – Loader

The number and availability of Town personnel and equipment may change over time. These changes may be temporary such as when personnel leave and replacements are hired or while equipment is down for repair, or permanently for budgetary or other reasons.

3. **Safety, Equipment Damage, & Effectiveness:** Snow and ice control operations will be conducted only when weather conditions do not endanger the safety of employees or pose an unreasonable risk of damaging equipment. Once initiated, operations will be suspended if conditions deteriorate to the point that operations become unsafe for employees because of factors including, but not limited to, severe cold, significant winds, limited visibility, accumulation of ice, or rapid accumulation of snow. Operations will also be delayed or suspended if existing or anticipated conditions indicate the operations will not be effective. Any decision to delay or suspend operations shall be made by the maintenance lead based upon the actual and anticipated weather conditions.
4. **Work Schedule for Snowplow Operators:** Snowplow operators will be expected to work 8 hour shifts. In severe snow emergencies, operators may need to work in excess of 8 hour shifts. However, because of budget and safety concerns, no operator should work more than a 12 hour shift in any twenty-four hour period. Operators will take a fifteen-minute break every two hours with a half-hour meal break after four hours. After a twelve-hour day, the operators will be replaced if additional qualified personnel are available.
5. **Environmental Protection:** Because the Town is concerned about the potential negative effects of the use of salt it will minimize its use. When possible and financially practicable, salt and salt/sand mix will be stored under cover and on an impermeable pad in a manner to minimize runoff and chloride infiltration through our soils, and if snow containing salt is hauled, every reasonable effort will be made to deposit the snow away from public waters and well head protection areas.

## II. TOWN ROADS THAT ARE SNOWPLOWED

Unless closed because of a snow emergency, the following town roads or portions of town roads are normally snowplowed by the Town:

- See attached list

## III. EMERGENCY RESPONSE VEHICLE ASSISTANCE

If an emergency services agency requests snow removal to assist emergency vehicles to respond to **an emergency**, reasonable efforts will be made to dispatch necessary personnel and equipment to accommodate the request.

#### **IV. WHEN SNOWPLOWING BEGINS**

The road supervisor/maintenance lead or designee shall determine when to begin snow and ice control operations. The criteria for that decision are:

- An evaluation of the immediate and anticipated weather conditions.
- The likely effectiveness of operations.
- Safety of employees.
- If an unreasonable risk of damaging equipment exists.
- Snow accumulation of three inches or more.
- Severely icy conditions that seriously affect travel.
- Time of snowfall in relationship to heavy use of the roads.

Snow and ice control operations are expensive and involve the use of limited personnel and equipment. Consequently, operations will normally not begin until the snow has stopped falling or until at least three inches of snow has accumulated. **In the future, if a higher level of service is required, we will favor a earlier and more aggressive response to physical snow removal vs increasing our chemical snow removal.**

#### **V. WHEN SNOWPLOWING WILL BE DELAYED OR SUSPENDED**

As stated in the policy considerations above, snow and ice control operations will be delayed or suspended if the road supervisor/maintenance lead determines that the safety of employees is at risk, conditions pose an unreasonable risk of damaging equipment, or if operations will not be effective because of existing or anticipated conditions.

#### **VI. HOW SNOW WILL BE PLOWED**

Snow will be plowed in a manner as to minimize traffic obstructions. Snow will normally be plowed from the center of the road first. Then snow will be pushed from left to right until at least the main traveled portion of the road has been cleared. On narrow roads, the road supervisor/maintenance lead may choose to plow snow from one side to the other. Snow will normally be discharged to the sides of the road unless the road supervisor/maintenance lead determines the snow should be hauled to another location for storage. **Because of limitations of budget, equipment, and our responsibility to protect the water for future generations, blacktopped roads will not usually be cleared down to bare blacktop.**

**(Note:** The standard is to have the roads be “drivable” subject to the limitations placed on the Town referenced in Section VII of this policy. They will not be cleared/treated as “sidewalks” and anyone walking on the roads during the snowy season walks at their own risk and should use caution.)

In the event of equipment failure, extreme snowfall, or other unanticipated events including the availability or need to rest snowplow crews, deviation from these standards may be appropriate at the discretion of the road supervisor/maintenance lead.

Snow will be plowed as close as practicable to mailboxes located in the road right-of-way. It shall be the responsibility of property owners to clear snow from around their mailboxes to enable mail delivery.

Snowplowing unavoidably results in snow being deposited on driveways and approaches. Because the Town does not have the resources available to it to clear the ends of driveways and approaches, it is the responsibility of **landowners** to remove snow from their driveways and approaches.

## **VII. SANDING AND SALTING**

The Town must consider the cost, environmental impact, public safety, and availability of staff and equipment when deciding if, when, and to what extent to apply sand and salt. Starting in 2021, the Minnesota Pollution Control Agency issued a statewide chloride management plan that asks everyone in Minnesota to use less salt. (<https://www.pca.mn.us/water/statewide-chloride-management-plan>)

Furthermore, the state legislature has imposed the following limitations on the use of salt by road authorities:

“In order to:

- (1) minimize the harmful or corrosive effects of salt or other chemicals upon vehicles, roadways, and vegetation;
- (2) reduce the pollution of waters; and
- (3) reduce the driving hazards resulting from chemicals on windshields;

road authorities, including road authorities of cities, responsible for the maintenance of highways or streets during periods when snow and ice are prevalent, shall utilize such salt or other chemicals only at such places as upon hills, at intersections, or upon high speed or arterial roadways where vehicle traction is particularly critical, and only if, in the opinion of the road authorities, removal of snow and ice or reduction of hazardous conditions by blading, plowing, sanding, including chemicals needed for free flow of sand, or natural elements cannot be accomplished within a reasonable time.” Minn. Stat. § 160.215.

To the extent sand and salt is applied, priority will be given to the following areas in the order listed:

- Hills, controlled intersections, bridges, and curves.
- Major arterial and collector streets.
- School zones.
- Bus routes.
- Commercial areas.
- Residential areas.
- Rural areas.

## **VIII. SNOW STORAGE**

Collecting, hauling, and storing snow is expensive, requires special equipment, is labor intensive, and interferes with traffic while it is being performed. As such, snow will only be hauled and stored elsewhere when the road supervisor/maintenance lead determines it is necessary to keep a road reasonably open and passable. Snow that is hauled will only be stored on public land or on private property with the expressed written permission of the owners. To the extent possible, when snow containing salt is hauled it will be stored away from public waters and well head protection areas.

## **IX. SNOWPLOWING OF PRIVATE PROPERTY**

The Town will not snowplow or sand private property except when requested to do so by law enforcement to provide access for emergency vehicles responding to an emergency. If private property is used with permission of the owner to turn around Town equipment or to store snow, the Town may snowplow the private property as needed to accommodate the Town’s use of the land.

## **X. DEPOSITING SNOW IN PUBLIC RIGHTS-OF-WAY**

It is unlawful for anyone to deposit any snow or ice in a public road right-of-way or to otherwise obstruct a public road. Minn. Stat. §§ 160.27, subd. 5(a)(1); 169.42, subd. 1. Depositing snow or ice in a road also increases snowplowing costs, creates a potential public safety hazard, and could damage equipment.

## **XI. OBJECTS WITHIN TOWN ROAD RIGHTS-OF-WAY**

Public road rights-of-way are used for a variety of purposes that are outside of the direct control of the Town. While reasonable efforts will be made to avoid damaging private property, snow and ice control operations may result in damage to the property of others. Where private property damage does occur, it is the policy of the Town to handle damages in the following manner.

1. **Mailboxes:** Owners are responsible for maintaining their own mailboxes in order to receive roadside mail delivery. Mailboxes must conform to the standards established by the Minnesota Department of Transportation and the Ideal Township Mailbox Policy. Mailboxes that do not conform to the established standards are considered a public nuisance and are prohibited by law. Minn. Stat. § 169.072. The mailbox owner assumes all risk of damage from snowplowing including damage from pushed or piled snow. The only exception is where the mailbox is damaged through direct contact with snowplowing vehicles. If, in the opinion of the road supervisor/maintenance lead or designee, a mailbox was damaged through direct contact with snowplowing vehicles, the Town will repair, replace, or make other arrangements with the owner to correct the damage to the mailbox. The town will not pay to repair or replace any mailbox that does not comply with the standards established by the state and Ideal Township, even if they are damaged by direct contact with snowplowing vehicles.
2. **Sod and Landscaping:** The Town assumes no responsibility for damages from snow or ice control operations to sod, trees, or other landscaping materials or vegetation.
3. **Lawn Sprinklers, Lighting, and Personal Property:** The Town assumes no responsibility for damage to above-ground or underground lawn sprinkling systems, exterior lighting systems, or other items of personal property located in a road right-of-way whether by direct or indirect contact with snow or ice control equipment.
4. **Utility Structures:** The Town will only be responsible for damage to utility pedestals, transformers, or other utility structures within the right-of-way that result from direct contact with snow and ice removal equipment provided the structure was marked with a minimum 5 foot identification marker. Town liability will be limited to the actual costs to repair the damages as documented by invoices submitted to the Town by the utility company.
5. **Clearing Snow Around Items Left in Road:** It is the responsibility of owners to keep the road rights-of-way clear of vehicles, trailers, trash cans, and other items of personal property in order to facilitate the proper snow and ice control operations. If an owner fails to keep the road clear of personal property, the owner becomes responsible for promptly clearing the snow left in the right-of-way around the item. If the Board determines personal property left in the road right-of-way **cause** an unreasonable risk to public safety, or significantly interferes with snowplowing operations, it will have the item removed from the right-of-way at the owner's expense.
6. **Damage by Contractors:** The Town shall not be responsible for any damage or injuries caused by independent contractors performing snow or ice control operations for the Town. Any claims of damage must be made directly to the contractor.

## **XII. COMPLAINTS AND REQUESTS FOR FURTHER SERVICES**

Complaints and requests for further services regarding snow and ice control or damage will be taken during normal working hours and handled in accordance with Town procedures. Complaints and requests for further services should be directed to the road supervisor/maintenance lead. The road supervisor/maintenance lead shall inform the board of complaints, any requests for changes to this policy, or any other request that requires a Board decision to address.

## **XIII. REVIEW OF POLICY**

The Board will periodically review this policy, taking into consideration any changing conditions in the Town's circumstances, any complaints or comments received, and the experiences learned from undertaking snow and ice control procedures.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

BY THE TOWN BOARD

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Town Board Chair

Attest: \_\_\_\_\_  
Town Clerk