

HUBBARD COUNTY

LOCAL PLAN

FOR AQUATIC INVASIVE SPECIES PREVENTION AND
MANAGEMENT
THROUGH UTILIZATION OF STATE FUNDS
PER MN STATUTE 477A.19
NOVEMBER 4, 2014

Plan Developed by the Hubbard County AIS Task Force

Kenneth Grob (Original signed on file)

Date: 11/4/2014

Kenneth Grob, Chairman

Plan Approved by Hubbard County Commissioners

Kathy Grell (Original signed on file)

Date: 11/4/2014

Kathy Grell, Chairman

Hubbard County AIS Prevention and Management Plan PG2/17

I. BACKGROUND STATEMENT/INTRODUCTION:

Aquatic invasive species (AIS) have the potential to disrupt the ecological and economic health of Hubbard County. AIS can be spread by individuals often without any awareness. Hubbard County has many outstanding lakes and is economically dependent on healthy environmental lake conditions. At this writing in November of 2014, there are no known lakes or rivers in Hubbard County that are infested with Eurasian watermilfoil, zebra mussels, or spiny waterfleas. Four lakes and two rivers are infested with faucet snails and there are four lakes with curly leaf pondweed. Purple loosestrife is located sporadically at about 20 locations in the county. Wolf Lake was listed as zebra mussel infested in 2014 because it is part of the Mississippi River chain in Beltrami County. A small part of the lake with no public access is in Hubbard County. Leech Lake in Cass County has Eurasian watermilfoil. A very small part of Leech's Kabekona Bay with no public access is in Hubbard County. The close proximity of these two water bodies, as well as Cass Lake (designated in 2014 as zebra mussel infested), and the spread from faucet snail infested waters, pose AIS threats to Hubbard County. The Hubbard County Coalition of Lake Associations (HCCOLA) has been very active in AIS prevention efforts since 2005, and has partnered with the Minnesota DNR to sponsor public awareness, watercraft inspection, and several volunteer and lake monitoring training events. In 2011, the Hubbard County Commissioners adopted a resolution to establish a County-wide AIS Task Force with members representing every major stakeholder group in the County. The Hubbard County Soil and Water Conservation District (HSWCD) has managed an extensive watercraft inspection program since 2012 through a Joint Powers/Delegation Agreement with the DNR and some funding from a DNR Local Government Unit (LGU) Grant. The Hubbard County Commissioners provided funding for a Watercraft Inspection Coordinator in 2013 & 2014. Moreover, Hubbard County has a network of lake associations and townships/cities that have dedicated resources to protect the county's lakes/rivers from AIS. The existing infrastructure of county stakeholders, represented by the members of the County AIS Task Force, provides an excellent resource to further develop and codify a comprehensive plan to prevent the spread of AIS through awareness, prevention, early detection, rapid response, containment, mitigation, coordination of resources, and the development of specific opportunities to prevent new infestations.

II. MISSION AND MISSION STATEMENTS:

The mission of the Hubbard County Aquatic Invasive Species Task Force, acknowledging the potential ecological, economic and social impact of aquatic invasive species, is to coordinate and implement a comprehensive county-wide prevention and management plan. The Task Force stakeholders represent the Hubbard County COLA and its member lake associations and their collective memberships, the Minnesota Department of Natural Resources, local units of government (SWCD, Townships, and County), regional resort/campground owners, lake service providers, the University of Minnesota Extension office, and the local business community who benefits directly from the lakes, rivers and streams in Hubbard County. The Task Force will utilize the collective resources of all partners to aggressively plan, pursue and implement strategies to prevent all forms of aquatic invasive species from entering the public waters of Hubbard County through the many potential lake access points. The plan will guide the county and its partners to enhance the existing state AIS prevention programs and provides a road map for defining local priorities and needs. The goal is to prevent infestations from occurring and manage waters that may become infested, as necessary. The plan seeks to collaborate with bordering counties to ensure the most efficient use of resources.

Hubbard County AIS Task Force Mission Statement:

“Do everything possible to eliminate all opportunities & pathways for the spread of AIS to Hubbard County area lakes and rivers”

We will do this by:

- Implementing the charter statements in the county AIS Task Force Resolution #10191105
- Engaging the Hubbard County “community” in all necessary education, prevention, early detection, rapid response, containment, & mitigation initiatives to achieve the mission

PG3/17

III. STATE FUNDING TO COUNTIES FOR AIS PREVENTION

During the 2014 session The Minnesota State Legislature approved direct funding to Minnesota counties for Aquatic Invasive Species (AIS) prevention. Hubbard County was allocated its portion based on a formula that considered the number of public launch sites in the county (65) and the total number of trailer parking spots (391) at the launch sites (per MN Statute 477A.19). Hubbard County’s portion of the state funding equates to approximately \$112,160 in 2014 and \$249,244 in 2015 and years following. On June 17, 2014, the Hubbard County Commissioners, through Resolution #06171405, established the Hubbard County AIS Task Force as the organization responsible for developing the plan and the guidelines for “Use of the Proceeds” from State Revenue. The Task Force is directed to operate per Resolution #10191105 which established the Task Force on October 19, 2011.

The Hubbard County Task Force has chosen to hold the 2014 funds in escrow until a detailed plan can be developed for late 2014, 2015 and future years. Hubbard County, Townships/Cities, and lake associations have supplied over \$160,000 for watercraft inspection and decontamination in 2014. Traffic counters have been utilized on eight (8) lakes (10 lake access points) to determine traffic patterns. The Task Force chose not to use the 2014 State Funds to offset the commitments of these organizations for 2014, and because of the timing not add additional hours of inspection (Release of funds late in July was too late to hire and train new inspectors). In addition, Hubbard COLA received a matching Public Awareness Grant from the DNR in 2014, so it was not necessary to supply funds for awareness/education purposes in 2014. Another factor is that the 2014 funds are needed to maintain a positive cash flow in 2015. The second payment in 2015 will not be available until December of 2015, well after the majority of 2015 expenses will be incurred.

As the Task Force looks to future years, it is expected that the County, Townships, Cities, and Lake Associations will continue to provide some funding to supplement the State Funding. This is necessary to increase the effectiveness of the AIS programs and activities over the current initiatives. The portion required is outlined in this plan.

The purpose of this Document is to outline the Hubbard County AIS Prevention and Containment Plan and the proposed allocation of 2014/2015 State Funds for Hubbard County, as required by Minnesota Statutes.

PLAN DOCUMENT CONTENTS:

This Plan document is structured as follows:

- I. Background
- II. Mission Statement
- III. State Funding for AIS Prevention

- IV. Summary Table
- V. Project Statements
 - V.1 Public Awareness/Education
 - V.2 Prevention and Decontamination
 - V.3 Early Detection
 - V.4 Rapid Response and Containment
 - V.5 mitigation and Management
 - V.6 Administration/Organization
- VI. Appendix A,B,C,D,E,F

The Project Statement section will outline each Element of the Plan. A brief History and Background, the Strategy or Goal of the Element, and Specific objectives for 2015 with the projected allocation of state funds and an estimate of the local funds that are needed will be provided.

IV. AIS PROGRAM SUMMARY

The table below outlines the major elements and activities for the AIS Prevention Plan. Details for each element are discussed in the body of the report. Table displays total cost of AIS prevention in Hubbard County and identifies the allocation of state funds.

ELEMENT	KEY ACTIVITIES (See Detailed Sections for explanation)	2015 TOTAL FUNDS	2014/5 STATE FUNDS	2015 LOCAL FUNDS (including DNR Grants)	SUPPLEMENTAL ACTIONS
V.1 PUBLIC AWARENESS & EDUCATION	1)Public Awareness & Education Materials 2) Billboards & PSA's 3) Resort Training and Support	\$2,800 \$2,400 \$5,400	-0- -0- \$5,400	\$2,800 \$2,400 -0-	1) & 2) Hubbard COLA to seek some matching funds from DNR Public Awareness grants and use UMN Ext Programs for Education in 2015
V.2 PREVENTION AND DECON STATIONS	1) Watercraft Inspection 2) Decon Stations Labor 3) Decon Equipment 4) Inspector training and Mtls 5) Staff support for Inspectors	\$229,721 \$12,344 \$8,250 \$14,500 \$4,250	\$155,700 \$12,344 \$8,250 \$14,500 \$4,250	\$74,021 -0- -0- -0- -0-	1) Lake Associations and Twp's are expected to contribute ~\$66,521. \$7500 expected from DNR LGU Grant in 2015 5) Inspector coordination

V.3 EARLY DETECTION	1) Lake Monitoring Team coordination, data collection and reports for County	\$3,600	\$3,600	-0-	1) SWCD staff employee 2) Lake Association AIS Coordinators to help coordinate programs; Water Sampling done by volunteers 3) Future Project; Cost Share?
	2) Veliger Sampling/Testing	\$5,840	\$5,840	-0-	
	3) Lake Vegetation Mapping	-0-	-0-	-0-	
V.4 RAPID RESPONSE & CONTAINMENT	1) Early Detection Plan	\$2,000	\$2,000	-0-	1)DNR and HC Task Force to develop integrated plan 2) Reserve funds in future
	2) Reserve for RRP	-0-	-0-	-0-	
V.5 MITIGATION & MANAGEMENT	1)Grants for Management of High Priority Infestations	-0-	-0-	-0-	1) Use lake association Charitable Trusts funds. No support will be provided for CLP Management. 3) Reserve for special needs for a new infestation of critical prohibited species (EWM, ZM, SWF) needed in future
	2) Supplemental inspection hours for CLP infested lakes	Incl V.2.1	Incl V.2.1		
	3) Reserve for treating future infestations of major prohibited species	-0-	-0-	-0-	
V.6 ADMINISTRATION	1)Watercraft Inspection & Decon Program Coordinator	\$42,000	\$7,000	\$35,000	1) Hubbard County contribution of \$35,000 expected to continue in 2015 2) Charge out allocation of SWCD Manager and Administrative Staff 3,4,5,8) COLA and HCAISTF Staff Volunteer time 6) Covers Miscellaneous costs 7) Expect DNR to provide training of county officers 9) HCAISTF Staff, e.g. (DNR, State AIS Advisory Committee, Wildlife Forever, SeaGrant)
	2) SWCD Admin Allocation	\$11,025	\$11,025	-0-	
	3) Public Awareness/Edu				
	4) Resort Education		SEE V.1.3		
	5) Lake Monitoring		SEE V.3.1		
	6) Special Grants/Contingency	\$6,873	\$6,873	-0-	
	7) Local Law Enforcement	-0-	SEE V.2.1		
	8) Collaboration with border counties	-0-	-0-	-0-	
	9)Collaborate with state and local organizations	-0-	-0-	-0-	
TOTALS		\$351,003	\$236,782	\$114,221	Dec 2015 State AIS Payment used for 2016 programs

V. PROJECT STATEMENTS

PG5/17

V.1 Public Awareness and Education

V.1.1 Background:

Hubbard County COLA initiated public awareness and education actions starting in 2005. The core of this initiative has been Stop Aquatic Hitchhikers (SAH) roadside signs, DNR public access signs, public

service (radio) announcements, several special AIS brochures/cards, and roadside billboards. The Minnesota DNR and Wildlife Forever have been partners in this effort through matching Public Awareness Grants. In addition, presentations for many local organizations have helped to spread the word about AIS. The Park Rapids Downtown Business Association and local marine dealers/sport shops have supported the education process through advertising help. Multiple presentations to Hubbard County Townships have occurred. The many contacts of watercraft owners at public launch sites by inspectors and volunteer educators have been a main source of education. Hubbard COLA has distributed over 15 different educational documents in the past 10 years; many of them designed and funded by COLA. The Hubbard County UMN Extension Service has been an excellent partner in conducting AIS awareness/education sessions and workshops. This is expected to continue as a priority.

A second major initiative has been supplying educational materials to local resort and campground managers. Each year COLA representatives and lake association AIS Coordinators have contacted over 60 local resort/campground owners. Sample letter for guests and several educational instruments have been provided. COLA has encouraged owners to attend Lake Service Provider (LSP) training and to “check” guests when they arrive to determine if a watercraft is at risk of transporting an AIS. This effort has only been partially successful. Time & resource limits of resort/campground owners limit their ability to thoroughly check all guests. This is a big opportunity for the use of State AIS funds.

V.1.2 Strategy:

In the future, the Task Force does not see a need for increased funding for educational materials. The DNR has developed sufficient items. Some cost for printing is needed, but not major investment. Continuation of billboards and Public Service Announcements (PSA's) is warranted at current level. The major need is to develop help for resort/campground owners to educate their guests and to insure compliance with state law when guests bring watercraft to the resort. Non-residents are especially short on education.

A key element of the education process is to have resort owners question/check all guests before introducing watercraft to Hubbard County lakes and rivers.

A survey of about 50 resort owners in Hubbard County in 2013 revealed the following:

- a) Over half have launch sites for guests
- b) About half do not inform their guests about AIS prevention requirements before arrival
- c) Less than half question guests on what lake their watercraft was last used
- d) Less than half check to determine if guest watercraft is in compliance with state AIS laws
- e) Less than 30% have information on a website about AIS

This information indicates that a major effort to educate/help resort & campground owners is warranted to prevent the spread of AIS in Hubbard County.

V.1.3 Objectives/Cost:

A major initiative in 2015 would be to improve on all of the items listed above. This would require a Lead inspector/staff support employee (~300 hours) to establish a program to help resort owners with prevention. The watercraft inspection project could provide inspection hours for resort owners that are the only access on a lake or who would like help with education/inspection of guests. It is estimated that the State AIS Funds cost would be \$5400. In addition, \$5200 of additional funds would come from Hubbard County COLA and some matching Public Awareness Grant funds from the DNR.

V.2 Prevention Plan (Watercraft Inspection and Decontamination)

V.2.1 Background:

Since 2005 Hubbard COLA has maintained an AIS sub-committee focused on the preventing the introduction of aquatic invasive species (AIS) into Hubbard County waters. The initial efforts were focused on the education of boaters on proper practices to prevent the spread of AIS. The efforts were primarily an outreach and communication based approach through media, resort outreach and lake association member education. Watercraft inspection became a primary vehicle to provide hands-on education to boaters. This began as a volunteer effort by lake associations. In 2009 the inspection program expanded through DNR inspection grants placing paid interns at various lakes within Hubbard County. In 2012 the inspection program expanded with the introduction of the DNR's LGU Grant program. At this point Hubbard County no longer qualified for any DNR interns for watercraft inspection. With the aid of a LGU grant, local government contributions and lake associations funds a partnership was established with the Hubbard County Soil and Water District to provide DNR Level I certified inspectors at numerous launch sites within Hubbard County. This boater education program has grown to include twenty eight (28) lakes within Hubbard County in 2014. In 2013 a decontamination station was added to the SWCD capabilities and in 2014 this was offered as a free service to all watercraft owners.

V.2.2 Strategy:

The spread of AIS is primarily due to the movement of plants and aquatic animals by boats and other aquatic equipment such as docks and lifts between infested and non-infested bodies of water. This AIS movement can be prevented through the proper practice of CLEAN-DRAIN-DRY-DISPOSE prior to the boat/equipment movement. Part of the CLEAN strategy is to have boats/equipment originating from infested waters go through a formal decontamination process which is being provided free of charge to boaters/owners.

Experience has shown that one of the best methods to train boaters on proper practice is to provide hands-on training at launch sites through the inspection process. It has also been proven that consistent reinforcement of this training through launch inspections influences behavior and establishes a culture of conformance to expected practice/procedure. Over the past 3 years drain plug non-conformance has been reduced to 2.3% (Results at mid-August 2014) of boats arriving at Hubbard County launch sites. Boaters are more educated and come prepared to launch. This is similar to how law enforcement establishes conformance to traffic laws.

In addition beginning in 2014 car counters were added to various launch sites across the county. This strategy has proven very beneficial in understanding boat launch activity by hour and day; therefore, assisting in optimizing the times when inspectors are at watercraft launch sites. We will continue to expand this strategy to continually optimize the use of inspection funds.

V.2.3 Objective/Cost:

In 2015, the following major objectives are planned:

- Budget for one additional decontamination station within Hubbard County, and continue operation of the unit that is currently located at the Park Rapids Waste Management facility. Plan is to increase use of decontamination stations by directing "high risk" watercraft to stations.
State AIS Funds: Operating Cost: \$12,344
Capital Cost: \$8,250
- Implement launch site watercraft inspections at high risk launch sites within Hubbard County. The allocated inspection hours were determined by considering boater traffic, resort density, lake connectivity, # of lake parcels, special events, local infestations and number of launch sites. **See Appendix A for risk factor formula and lake inspection hour allocation Levels.**
State AIS Funds: \$174,450 (9600 hours, support, and training costs).

- Continue to work with local government units and lake associations to fund the supplemental hours required to implement this plan. Estimated cost to be funded by lake associations and townships is \$66,521 (3913 hours), with a 2/1 split of lakes to township/city costs. LGU grant of \$7500 is assumed.

V.3 Early Detection / Lake Monitoring

PG7/17

V.3.1 Background:

Over the past eight years a number of lake associations in Hubbard County have been active in monitoring the aquatic plant community in their lake. Identifying and mapping existing vegetation establishes a baseline of native aquatic plants, healthy wildlife and fish habitats, invasive species and a sense of natural scenic beauty. Future efforts can utilize this inventory to measure how these indices of ecological health have changed.

Hubbard County Lake mapping initiatives have been a focal point of each Lake Management Plan that has been developed through the Healthy Lake and Rivers Partnership. Mapping vegetation in area lakes has forged a partnership between citizens and resource professionals to inventory and analyze the aquatic plant community in participating lakes. Without an accurate survey of the current vegetation it is difficult to plan a response to an introduction of aquatic invasive species.

Another important role of monitoring is early detection of invasive plants and animals. Many lake association members in Hubbard COLA have participated in training on how to monitor our waters for AIS. Most of these training sessions have been provided by Minnesota Waters and more recently by Conservation Minnesota. Recently, a number of Hubbard County lakes have been monitoring non-infested lakes for zebra mussels which allows for early detection if the lake becomes infested. Early detection can prevent the spread to other water bodies. Two methods of monitoring for early detection of zebra mussels have been used in area lakes including veliger monitoring and adult/juvenile monitoring. When zebra mussels first establish in a lake, they can be at very low densities, so it is not always possible to detect them right away. Using both these methods together gives the best chance at detecting zebra mussels in a lake. In 2014, 17 lakes participated in zebra mussel veliger testing, utilizing RMB Environmental Laboratories, Inc. for analysis, with lake association volunteers and SWCD collecting samples.

V.3.2 Strategy:

As AIS continue to spread among Minnesota's lakes and rivers, it is crucial that early detection programs be implemented at lakes fortunate enough to not be infested. The Early Detection plan will serve as guidance to lake associations in Hubbard County for implementing a successful AIS monitoring and early detection plan. This plan will also serve as a template for citizens elsewhere in Minnesota for implementing AIS monitoring programs at other lakes.

The Early Detection plan will include the following elements: 1) training in identification of native and non-native (AIS) aquatic plants and sampling and monitoring techniques, 2) recruitment of trained lake monitoring teams for AIS surveys and related activities, 3) development of protocols for both dedicated and opportunistic approaches to AIS detection, 4) development of data management and reporting techniques, 5) establishment of partnerships between citizens and resource professionals to enhance the early detection of AIS, and 6) identification of new scientific tools and strategies for vegetation mapping and innovative searches for AIS

V.3.3 Objectives/Cost:

- A major initiative for 2015 for early detection is to develop and implement a comprehensive lake monitoring program that would include recruitment, training and implementation of lake monitoring teams/programs for all targeted lakes. The costs for early detection include training, sampling & monitoring supplies, lab testing fees, etc.

2015 State AIS Funds Costs: \$5840 for Veliger Testing on 18 targeted lakes; concrete block monitoring and vegetation monitoring on 37 selected lakes; and \$3600 for 200 hours of lead inspector/staff support employee to coordinate lake association veliger testing and vegetation monitoring programs. **See Appendix B for detailed costs.**

Additional tasks to be considered if time is available are:

- Encourage Lake Associations to map aquatic vegetation using methods and protocols established by the DNR-Fisheries.
- Incentives may be needed to engage some lake associations in a lake monitoring program.
- Explore other funding options including SWCD (local water plan), lake associations, grants, etc.

V.4 Rapid Response/Containment

PG8/17

V.4.1 Background:

Hubbard County, COLA and Lake Associations have implemented a strong AIS prevention program, however, prevention measures are imperfect and even the most aggressive efforts may not stop all AIS introductions. In 2013 about 9% of the watercraft inspected at local launch sites had come from AIS infested waters. Full year results for 2013 showed over five percent arrived with drain plugs installed and 12% arrived from other states with infested waters.

Early detection and rapid response are the critical second line of defense to minimize the economic and ecological impact of an AIS infestation.

V.4.2 Strategy:

Reporting new infestations when they first become detectable is critical to the successful control of an infestation within a water body. It is also critical in preventing the spread to other water bodies. An infestation that develops and spreads before detection will be difficult or impossible to control. The primary system for early detection will be the AIS Monitoring efforts and watercraft inspection programs sponsored by area lakes. DNR personnel also conduct visual inspections of non-infested waters when they are on the water.

The DNR has the primary role to confirm the identity of a potential new AIS infestation, determine distribution, evaluate potential for further distribution and oversee the communication process relating to infested waters status, including making sure signage is up to date. The DNR may also be responsible for treatment actions including:

- Determining treatment action
- Obtaining permits
- Arranging funding
- Contracting for treatment

Containment actions need to be implemented to prevent the infestation from spreading to other lakes/streams.

Containment actions to be evaluated could include (**See Appendix C** for details outline of potential RRP Actions):

- Aggressive watercraft inspection programs at infested water launch sites
- Decontamination of watercraft leaving infested waters
- Minimizing the use of non-critical launch sites on infested waters.
- A strong communication program to heighten awareness of the threat.

The DNR and the Hubbard County AIS Task Force will lead the Rapid Response effort with support from Hubbard County SWCD, County Parks and Trails, and respective lake associations.

V.4.3 Objectives/Cost:

The 2015 objectives for this project are:

- Work with the DNR to complete development of a Rapid Response plan for Hubbard County and obtain County commissioners approval of the response plan.
- Develop specific plans for selected high risk lakes. Communicate plans, as appropriate.
State AIS funds for 2015 is \$2000 for materials and incidental costs
- It would be desirable to have a reserve fund for quick implementation of a rapid response action. Some lake associations in the county have trust funds/special reserves in place that could be used on their lake. But most don't. In 2015, no state funds are being allocated to reserves for this purpose. If an infestation occurs, reallocation of priorities in the watercraft inspection/decontamination projects will have to be implemented to free up resources for any rapid response/containment action. The extent of reallocation will depend on the type of AIS infestation and the level of DNR commitment. Actual costs are not available, but a reduction in watercraft inspections on lower risk lakes will be the major impact.

PG9/17

V.5 Mitigation/Management

V.5.1 Background:

Hubbard County currently has limited infestations of AIS. CLP treatment/management efforts are limited to two lakes. Portage Lake invests about \$10,000 per year to treat curly-leaf pondweed (CLP). 11th Crow Wing does physical pulling and some treatment. The treatments in both cases are conducted under a DNR permit. CLP was recently detected in Fish Hook Lake. Treatment strategy is not yet defined.

The four lakes and two rivers in Southern Hubbard County and Wadena County that are infested with faucet snails are not being treated. There are no known treatments for faucet snails at this time.

V.5.2 Strategy:

The AIS Task Force does not intend to provide funding to support CLP treatments on existing infestations.

Some lakes in Hubbard County have established Trust Funds for the treatment of an AIS infestation if necessary. The Task Force would rely on these lake associations to use their funds for treatment on their lake, as available. Supplemental watercraft inspection funds may be provided to lakes that are currently infested with CLP to reduce the risk of spread by boats leaving the lake. The amount would be determined as part of the fund allocation process.

If an infestation of Eurasian watermilfoil (EWM) or other major AIS would occur, it would be desirable to have a reserve available as a start if needed. However, the 2015 plan does not have sufficient resources to set up a reserve.

Implement containment actions on lakes infested with faucet snails (Crow Wing 1st - 3rd). Refer to Rapid Response Plan in Appendix C. Actions may include an additional allocation of inspection hours, seeking supplemental funds from lake associations/townships for additional inspections, requesting or requiring decontamination of watercraft leaving infested waters, requesting discontinued use of private launch sites, and communication efforts directed at the infested lakes.

V.5.3 Objectives/Cost:

- Assign supplemental inspection funds to CLP infested lakes...(-144 hours)
- Containment actions on faucet snail infested waters
- Look at options to establish a reserve fund for future use if needed.

V.6 Administration/Organization

PG10/17

V.6.1 Background:

Hubbard County COLA has had an active AIS prevention program in place since 2005. The program was managed by a COLA AIS committee, with active participation from lake associations. Each lake has an assigned AIS coordinator. In 2011 the Hubbard County Commissioners agreed that a more comprehensive program was needed that should include all stakeholders and be coordinated by a county assigned team. County Resolution #10191105 established the County AIS Task Force. Subsequently the Task Force established a watercraft inspection program. The Hubbard County SWCD Board agreed to be the fiscal agent so that Minnesota DNR LGU (Local Government Unit) Grants could be obtained. The SWCD Board also agreed to hire and manage the watercraft inspectors. In 2012, the County Commissioners agreed to fund a watercraft inspection coordinator within SWCD. A Watercraft Inspection Coordination Sub-Committee was established to help coordinate the watercraft inspection program, while the COLA AIS Committee continued to manage public awareness/education, resort owner awareness, and lake monitoring/early detection activities. The Hubbard COLA AIS Committee was also responsible for raising funds for the inspection program, including obtaining funds from the county, townships and cities. Twelve townships contribute funds for watercraft inspection. The program grew to cover 28 lakes, with over 8200 hours of inspection planned in 2014. A decontamination site was established in 2013. The program investment for 2014 is over \$170,000.

V.6.2 Strategy:

As a result of the past activities, Hubbard County has a functioning infrastructure for AIS prevention. The County Commissioners chose to utilize this structure and passed Resolution #06171405 assigning responsibility for developing a plan for use of the State AIS funds to the AIS Task Force.

Appendix D documents the members of the Task Force and the Program Planning and Implementation Sub-Committee **Appendix E** outlines the responsibilities of the various organizations in implementing the plan.

Appendix F outlines the proposed process that will be used to responsibly manage the state AIS Funds. Fiscal responsibility is important to the success of the state program, with reporting required annually to the State DNR.

V.6.3 Objectives/Cost:

The costs of administration of the AIS Prevention program are minimized by the strong participation of volunteers, both at the AIS Task Force level and Hubbard COLA.

Total Administration costs, including wages, benefits, and allocation of charge out costs for SWCD management and administration support is \$53,025. \$35,000 is contributed by Hubbard County for supervision of the watercraft inspection program. Cost allocated to the State AIS funds is only \$18,025.

- There is a risk that HSWCD may not be able to hire sufficient staff to complete the ~13,500 hours of inspection. If there is underspending in the watercraft inspection account, unused state money will be held in a reserve/contingency account for possible use in future years or for rapid response to an infestation.
- An additional concern is the need for an additional new decontamination stations in 2015. If it is determined that the new station is not needed in 2015, the unused resources will be re-allocated or held in reserve. "Need" will depend on projected usage and the availability of an acceptable new decontamination location.
- No reserves are allocated for a possible RRP. If needed, funds will be re-allocated to increase inspection on the infested lake and possible placement of a decontamination station near the infested lake access.

Summary of 2015 Objectives

PG11/17

V.1 Public Awareness

- Continue Billboard, PSA, and Education Materials funding with matching grant from DNR
- Utilize Lead inspector/staff support employee (SWCD hire) to help train/educate resort owners and their guests. Task objectives will be provided by COLA AIS Committee. SWCD will supervise lead inspector/staff support employee.

V.2 Prevention (Watercraft Inspection and Decontamination)

- Conduct about 13,500 hours of watercraft inspection. 9600 funded from State AIS funds. ~3900 hours of supplemental inspection time will be funded by lake associations and townships. Apply for DNR LGU Grant for supplemental watercraft inspection hours.
- Budget for one new decontamination station and place at a convenient location, if needed.
- Place counters at launch areas to gather more data on watercraft usage patterns.
- Coordinate law enforcement support for watercraft violations
- Fund raising for supplemental inspection time will be managed by COLA AIS Committee

V.3 Early Detection (Lake Monitoring)

- Conduct zebra mussel veliger testing on 18 lakes & place adult/juvenile mussel blocks on 37 selected lakes. Funded by State AIS Funds. Training Costs included.

- Establish a comprehensive lake vegetation monitoring program on selected lakes.
- Utilize lead inspector/staff support employee (SWCD hire) to coordinate monitoring program and provide data summary at end of season.
- COLA AIS committee will manage this project and provide task objectives. SWCD will supervise lead inspector/staff support employee.

V.4 Rapid Response and Containment

- In collaboration with DNR, develop and document a RRP plan for Hubbard County. Achieve County Commissioner approval of plan.
- Develop specific RRP plans for some high risk lakes as examples of lake specific plans.
- No reserve funds will be allocated in 2015. If funds needed for RRP, re-allocation will be occur.
- Hubbard County AIS Task Force will oversee this project

V.5 Mitigation and Management

- Individual lakes will continue to manage and fund CLP infestations, with no State AIS funds.
- Supply supplemental inspection hours to CLP infested lakes, as needed.
- No reserve funds will be allocated in 2015. No funds provided to faucet snail management.

V.6 Administration

- The Hubbard County AIS Prevention and Containment Program will be coordinated by the AIS Task Force per responsibilities defined in Appendix E. Sub-committees assigned as needed.
- SWCD will hire and manage all personnel, manage assigned task objectives, and be the fiscal agent for the county's State AIS Funds and other funds as needed. SWCD will manage the watercraft inspection and decontamination project.
- Minimal Administration cost from the State AIS funds will be assigned to the program. Extensive volunteer time will be provided by AIS Task Force and the COLA AIS committee.
- AIS Task Force stakeholder assignments will be reviewed and updated as needed.

PG12/17

APPENDIX A

State AIS Funds ----- Watercraft Inspection Lake Allocations

Allocations of inspection hours were based upon a risk score calculation for each Hubbard County Lake. Risk Scores are the sum of the 3 following factors.

Risk Score = # of Access ramps + # of Resorts + Inspections per hour (Actual experience rate)

Access ramps were limited to 2 maximum and Resorts limited to 3 maximum for score calculation.

The resulting scores for the Hubbard County lakes with access ramps provided a differentiated look at risk to the lake for AIS contamination based upon the theory that the biggest risk is the most frequent use by out of area visitors. The risk scores were also increased if a lake had more than 1 access point due to the increased cost of inspections to cover this additional access.

The scores were categorized into 5 levels with different allocation of hours (Risk Score Range is in Brackets)

Level 1 (0-2.2)	Lake shares a pool of 812 dedicated inspection hours
Level 2 (2.2-2.99)	144 dedicated inspection hours
Level 3 (3-4.99)	288 dedicated inspection hours
Level 4 (5+)	528 dedicated inspection hours (1 access point)
Level 5 (5+)	720 dedicated inspection hours (Must have 2 access points or more)

9600 Hours of inspection time was allocated at the estimated total gross cost of \$163,200.

Level 1 - 39 Hubbard County lakes

Level 2 - Lake George, Crooked Middle, Crooked East, Crow Wing 1st, Portage

Level 3 – Big Sand, Bottle Lake, Boulder, Island, Kabekona, Little Sand, Spider

Level 4 – Belle Taine, Crow Wing 11th, Crow Wing 8th, Crow Wing 3rd, Eagle

Level 5 – Big Mantrap, Fish Hook, Long, Plantagenet, Potato

APPENDIX B

PG13/17

EARLY DETECTION/LAKE MONITORING COSTS

Listed below are the projected cost items for Early Detection projects for 2015.

The costs are for veliger testing on 18 targeted lakes and cinder block locations on 37 selected lakes.

In addition, 200 hours of a lead inspector/staff support employee hired by SWCD will be used to coordinate the veliger and lake vegetation monitoring on the targeted and selected lakes. All lake association volunteer efforts to conduct tests are not funded.

Early Detection/Lake Monitoring Costs

VELIGER SAMPLING – CURRENT COSTS

1. Cost of Sampling for 2 months: RMB Lab Analysis - \$180 per lake
2. Cost of net - \$200 per lake including shipping
3. Total cost for analysis and net = \$380
4. Training for new lakes: RMB Lab - \$400 for 20 participants

PROJECTED COSTS FOR MONITORING AND EARLY DETECTION

SUPPORT TO LAKES FOR VELIGER SAMPLING

1. **Sample 18 targeted lakes (Does not include Mantrap Township Lakes)**
 - a. Lab analysis for 18 targeted lakes at \$180 per lake = \$3240
 - b. Buy 9 nets for new lakes = \$200 each X's 9 = \$1800
 - c. Target lakes include:
 - i. Mantrap Chain - Big Mantrap, Bottle, Big Sand, Little Sand, Belle Taine
 - ii. Fish Hook Chain - Island, Eagle, Potato, Fish Hook (Two Inlets??)
 - iii. Crow Wing Chain - 11 CW, 8 CW, 6CW and 3CW
 - iv. Other targeted lakes -Long, Boulder, Kabekona, Plantagenet, and Duck
 - v. This plan would focus on lakes that currently are not being sampled.
 - d. **Cost for 18 targeted lakes – \$3240 + \$1800 = \$5040**

RMB LAB TRAINING FOR VELIGER MONITORING – NEW_LAKES

1. Total cost to project = \$400 per class - maximum of 20 participants

ADULT/JUVENILE ZEBRA MUSSEL MONITORING (VOLUNTEERS)

1. Concrete blocks on selected lakes = ~ 37 lakes
2. Placement at public accesses or key locations on selected lakes = ~ 37 accesses & other locations
2. Cost per concrete block = \$1
3. Total costs for concrete blocks \$1 X's 100 = \$100

LAKE MONITORING FOR AIS (Plants)

1. Conservation Minnesota Training.
 - a. Training - Provided by Conservation Minnesota - No cost
 - b. Equipment/Supplies/Miscellaneous = \$ 300
 - c. Other costs??

VEGETATION MAPPING – Optional with lakes paying total costs

TOTAL COST FOR MONITORING TARGETED AND SELECTED = \$5840

LEAD INSPECTOR/STAFF SUPPORT SWCD EMPLOYEE TO COORDINATE EARLY DETECTION/LAKE MONITORING = \$3600

PG14/17

APPENDIX C

HUBBARD COUNTY RAPID RESPONSE ACTIONS FOR AIS INFESTATIONS

Hubbard County would launch an action plan to contain an AIS infestation when identity has been confirmed.

A response team will be formed by the Hubbard County AIS Task Force to work with the DNR. The role of this team is to not only support the DNR through their work with Rapid Response but also to implement actions that Hubbard County has the authority and capability to manage. The proactive involvement of Hubbard County in this process, while not required by any state agency, should enable a faster, and potentially, more effective outcome.

The role of the Hubbard County Rapid Response team is to:

1. Communicate to all lake associations and AIS coordinators.
2. Visit resorts on the infested water body, provide containment information and ask that they either shut down their launch sites or insure that watercraft leaving their launch site are inspected and/or decontaminated.
3. Organize/step up watercraft inspection program on the lake, focusing on exiting watercraft.
4. Initiate actions to protect adjacent lakes, especially those that connect to each other. This could include restricting watercraft travel lake to lake and increasing watercraft inspection work on vulnerable lakes. Travel restrictions would depend on the characteristics of the connecting waterways and would only be implemented if county has authority to restrict travel.
5. Work with DNR, County and Township Government, Lake Associations and other groups to fund infestation control efforts.
6. Implement effective decontamination process and necessary manpower to prevent the spread to other lakes.

7. Implement special restrictions on Lake Service Providers (LSP's), if necessary. Restrictions (e.g. dedicated water related equipment) would only be adopted if county has authority. Voluntary restrictions could be implemented by LSP's.

The Rapid Response effort would be led by the Hubbard County AIS Task Force with representation from Hubbard County SWCD, County Parks and Trails, volunteers from COLA AIS Committee and respective lake associations. All initiatives would be coordinated with the DNR AIS Specialist and County Law Enforcement.

APPENDIX D

HUBBARD COUNTY AIS TASK FORCE ORGANIZATION

TASK FORCE MEMBERS; ORGANIZATION STAKEHOLDER INTEREST

KEN GROB; CHAIRMAN
 KATHY GRELL; COUNTY BOARD
 ERIC BUITENWERF; ESO OFFICE
 SALLY SHEARER; UMN EXTENSION OFFICE (Education)
 LYNN GOODRICH; HUBBARD COLA
 JEFF BJORKMAN; LAKE ASSOCIATION
 BEN TANDE; LAKE SERVICE PROVIDER
 DOUG KINGSLEY; DNR AREA FISHERIES SUPERVISOR
 NICOLE KOVAR; DNR AIS SPECIALIST
 ELLIS JONES; PARK RAPIDS BUSINESS COMMUNITY
 JULIE KINGSLEY; HUBBARD COUNTY SWCD DISTRICT MANAGER
 DAVE KELLER & ED BECKER; RESORT/CAMPGROUNDS
 RANDY ANDERSON/JASON DURHAM; LOCAL FISHING CLUBS/GUIDES
 TIM HUMPHREY/CHARLENE CHRISTENSON; HUBBARD COUNTY TOWNSHIP SUPERVISORS

TASK FORCE PROJECT LEADERS:

NATHAN SITZ; WATERCRAFT INSPECTION AND DECONTAMINATION COORDINATOR (SWCD)
 DANIEL KITTILSON; PAST-PRESIDENT OF COLA/EARLY DETECTION PROJECT LEADER
 BOB BERDAHL; RRP PROJECT LEADER
 KEN GROB; COLA AIS COMMITTEE CHAIRMAN

TASK FORCE PROGRAM PLANNING AND IMPLEMENTATION SUB-COMMITTEE

JEFF BJORMAN; CHAIRMAN
 LYNN GOODRICH; HCCOLA RERESENTATIVE
 BOB ILES; HSWCD BOARD REPRESENTATIVE
 BOB BERDAHL; RRP PROJECT LEADER
 DAN KITTILSON; EARLY DETECTION PROJECT LEADER
 KEN GROB; AIS TASK FORCE CHAIRMAN
 JULIE KINGSLEY; SWCD DISTRICT MANAGER
 NATHAN SITZ; SWCD WATERCRAFT INSPECTION COORDINATOR

TASK FORCE PARTNERS:

HUBBARD COUNTY SHERIFF DEPT AND MN STATE PATROL
 HUBBARD COUNTY PARKS AND RECREATION DEPT
 PARK RAPIDS CITY COUNCIL
 HUBBARD COUNTY ASSESSOR
 PARK RAPIDS LAKES AREA CHAMBER OF COMMERCE
 BECKER, CASS, BELTRAMI, AND WADENA COUNTY GOVERNMENT AND COLA'S
 MINNESOTA DNR ECOLOGICAL AND WATERS RESOURCES (EWR) - NW REGION AND STATE LEVEL; DNR CONSERVATION OFFICERS

TASK FORCE MISSION STATEMENT:

“DO EVERYTHING POSSIBLE TO ELIMINATE ALL OPPORTUNITIES & PATHWAYS FOR THE SPREAD OF AIS TO HUBBARD COUNTY AREA LAKES AND RIVERS”

WE WILL DO THIS BY:

- IMPLEMENTING THE CHARTER STATEMENTS IN COUNTY RESOLUTION # 10191105
- ENGAGING THE HUBBARD COUNTY "COMMUNITY" IN ALL NECESSARY EDUCATION, PREVENTION, EARLY DETECTION, RAPID RESPONSE, CONTAINMENT, & MITIGATION INITIATIVES TO ACHIEVE THE MISSION

APPENDIX E

PG16/17

HUBBARD COUNTY AIS PREVENTION PROGRAM ORGANIZATIONAL RESPONSIBILITIES

HUBBARD COUNTY COMMISSIONERS:

- OVERSIGHT OF AIS TASK FORCE
- APPROVE OF COUNTY AIS PREVENTION PLAN
- APPROVE OF ALLOCATION/ USE OF STATE AIS FUNDS TO COUNTY PER MN STATURE 477A.19

HUBBARD COUNTY AIS TASK FORCE:

- OPERATE PER COUNTY RESOLUTIONS #10191105 AND #06171405
- APPROVE AIS PREVENTION AND CONTAINMENT PLAN AND STATE FUNDING RECOMMENDATIONS FOR SUBMISSION TO COUNTY COMMISSIONERS.
- FORMALLY ESTABLISH THE "PROGRAM PLANNING AND IMPLEMENTATION SUB-COMMITTEE"
- PROVIDE UPDATES TO COUNTY COMMISSIONERS ON A REGULAR BASIS

TASK FORCE PROGRAM PLANNING AND IMPLEMENTATION SUB-COMMITTEE

- GENERATE A COUNTY-WIDE AIS PREVENTION AND CONTAINMENT PLAN AND STATE AIS FUNDING RECOMMENDATIONS
- SET GOALS FOR AND ENSURE FUNDS ARE PROVIDED FOR EACH PROJECT IN THE PLAN
- SET STRATEGY FOR INSPECTION AND DECONTAMINATION PROGRAM
- SET PRIORITIES FOR INSPECTION AND DECONTAMINATION
- REGULARLY REVIEW THE PROGRESS OF AND COORDINATE AIS PLAN PROJECTS WITH THE INSPECTION PROGRAM
- REGULARLY REVIEW THE FINANCIAL STATUS OF THE PROJECTS

HCCOLA AIS COMMITTEE

- IN GENERAL, COORDINATE ALL PUBLIC AWARENESS PROJECTS FOR THE AIS TASK FORCE
- IMPLEMENT THE PUBLIC AWARENESS AND EARLY DETECTION GOALS SET BY THE AIS TASK FORCE PROGRAM PLANNING AND IMPLEMENTATION SUB- COMMITTEE
- COORDINATE ALL EDUCATION/PUBLIC AWARENESS PROJECTS FOR RESORTS
- ORGANIZE ALL LAKE ASSOCIATION AIS COORDINATORS TO CARRY OUT PROJECTS
- COORDINATE LAKE MONITORING PROGRAMS FOR HCCOLA LAKE ASSOCIATIONS
- COORDINATE ALL LAKE ASSOCIATION SUPPLEMENTAL WATERCRAFT INSPECTION FUND RAISING FOR HSWCD INSPECTORS
- SUBMIT GRANT APPLICATIONS FOR DNR FUNDING OF PUBLIC AWARENESS PROGRAMS

HSWCD BOARD/DISTRICT MANAGER

- SUPERVISE WATER INSPECTION COORDINATOR
- PROVIDE FACILITIES, EQUIPMENT, AND VEHICLES(S) FOR COORDINATOR
- PROVIDE ADMINISTRATIVE SUPPORT FOR COORDINATOR
- INSURE WATERCRAFT INSPECTION IS CONDUCTED PER STATE LAWS AND PROTOCOLS
- INSURE FINANCIAL INTEGRITY OF INSPECTION PROGRAM, INCLUDING REPORTS TO AIS TASK FORCE & LAKE ASSOCIATIONS
- ADMINISTER FUNDS FOR WATERCRAFT INSPECTION COORDINATOR AND ADMINISITRATIVE HELP
- AUTHORIZE ALL EXPENSES FOR WATERCRAFT INSPECTION AND COUNTY AIS FUNDS FROM STATE

HSWCD WATERCRAFT INSPECTION/DECONTAMINATION COORDINATOR

- OBTAIN JOINT DELEGATION AGREEMENTS FROM DNR FOR INSPECTIONS
- HIRE AND SCHEDULE ALL WATERCRAFT AND DECONTAMINATION INSPECTORS; OVERSEE TRAINING AND PERFORMANCE
- CONDUCT STUDIES OF WATERCRAFT LAUNCH SITE ACTIVITY PATTERNS
- INSURE ALL DATA IS OBTAINED AND DOCUMENTED
- CARRY OUT THE STRATEGIES, PRIORITIES, AND GOALS SET BY THE PROGRAM PLANNING AND IMPLEMENTATION SUB- COM.
- COLLABORATE WITH DNR, PARK RAPIDS, AND HUBBARD COUNTY SHERIFF LAW ENFORCEMENT ORGANIZATIONS FOR SUPPORT OF WATERCRAFT INSPECTION COMPLIANCE
- ADHERE TO ALL STATE AND LOCAL LAWS RELATING TO WATERCRAFT INSPECTION; ADHERE TO SWCD PERSONNEL POLICY

PG17/17

APPENDIX F

STATE FUNDING MANAGEMENT PROCESS

- 1) County Commissioners will authorize all state AIS funds (MN Statute 477A.19 funds) be transferred to Hubbard County SWCD. HSWCD will invoice county to get money transferred. No residual money will be held in county accounts.
- 2) HSWCD will complete an agreement with Hubbard County that gives SWCD responsibility for executing expenditure of the funds. HSWCD will act as the fiscal agent for the funds which will be under control of the County AIS Task Force.
- 3) HSWCD will insure that valid delegation agreement(s) are executed with the Minnesota DNR to obtain authority to conduct watercraft inspections on public watercraft launch sites.
- 4) HSWCD will set up a financial tracking system with the account structure outline as established by the AIS Task Force. Structure will be consistent with County requirements.
- 5) AIS Task Force will set up the Program Planning and Implementation Sub-Committee to recommend to the fiscal agent (HSWCD) allocation changes and track expenses versus budget.
- 6) AIS Task Force Plan for use of State Funds will propose an allocation to seven major accounts. Allocations will be based on the strategic plan and project objectives provided in the Plan document. Commissioners will approve the allocation via sign-off of the plan. This plan will be updated on an annual basis.
- 7) AIS Task Force Plan would seek approval for the Task Force Program Planning and Implementation Sub-Committee to have authority to approve changes in the allocations as needed, but not exceed the total budget.
- 8) Payment of all expenses incurred would be subject to approval by the SWCD Board as the LGU fiscal agent with signature authority.

9) HSWCD would provide monthly reports to the AIS Task Force Program Planning and Implementation Sub-Committee on expense and budget status.

10) Periodic performance reports would be provided to the County Commissioners by the AIS Task Force Chairman, per the established Resolutions. Concurrence on any allocation changes will be requested.

11) Hubbard County and HSWCD would conduct audits as necessary.