



CROW WING COUNTY

Office of Environmental Services
 Land Services Building
 322 Laurel Street, Suite 14
 Brainerd, MN 56401
 Telephone (218) 824-1125
 FAX (218) 824-1126
 Chris.Pence@crowwing.us

Office of Public Land Management
 Land Services Building
 322 Laurel Street, Suite 12
 Brainerd, MN 56401
 Telephone (218) 824-1115
 FAX (218) 824-1070
 Kirk.Titus@crowwing.us

To: Local Elected Officials
From: Mark B. Liedl, Land Services Director
Date: January 31, 2013
Re: Land Services Department – 4th Quarterly Update for 2012

Office of Property Valuation and Classification
 Land Services Building
 322 Laurel Street, Suite 15
 Brainerd, MN 56401
 Telephone (218) 824-1010
 FAX (218) 824-1011
 Gary.Griffin@crowwing.us

Below please find our quarterly report to keep you up-to-date on the activities of the Land Services Department. Any questions or suggestions, please let us know. Thank you for your partnership!

Environmental Services

Chris Pence, Land Services Supervisor

2012 Permit Data by Township --- Permits & Enforcement through 12-31-12

Township	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	thru 12-31-12
													TOTAL Permits*
Bay Lake	2	1	4	9	7	12	9	9	5	11	8	5	82
Center	0	1	2	1	0	2	3	6	7	5	2	1	30
Daggett Brook	1	0	2	0	3	1	1	2	1	3	0	0	14
Deerwood	4	2	1	5	6	4	1	4	5	1	1	2	36
Fairfield	0	0	1	1	3	1	0	2	4		1	2	15
Fort Ripley	0	0	2	4	6	3	2	3	3	4	1	0	28
Gail Lake	0	0	0	0	1	0	0	1	0	0	0	1	3
Garrison	3	0	3	1	7	2	7	14	3	3	5	4	52
Ideal	1	4	8	7	9	13	11	15	18	20	7	5	118
Jenkins	0	1	2	2	4	5	3	4	1	1	2	3	28
Lake Edward	0	3	4	9	6	6	5	11	20	12	7	4	87
Little Pine	0	0	0	1	1	0	0	0	0	1	0	1	4
Long Lake	0	1	1	5	3	4	4	4	5	4	0	2	33
Maple Grove	0	0	1	3	1	1	2	0	4	2	1	0	15
Mission	0	1	3	7	4	7	4	6	6	10	3	5	56
Nokay Lake	1	0	3	5	4	0	4	2	9	6	2	1	37
Oak Lawn	1	2	2	3	4	2	3	6	1	8	2	1	35
Pelican	0	0	4	4	4	6	2	4	7	3	2	3	39
Perry Lake	0	1	0	1	0	1	1	1	2	3	1	0	11
Platte Lake	0	0	1	0	0	1	0	2	1	0	3	1	9
Rabbit Lake	0	0	1	1	2	1	2	2	1	3	0	1	14
Roosevelt	0	0	1	5	3	2	2	5	2	4	3	3	30
Ross Lake	1	0	2	4	3	2	1	2	3	3	1	1	23
St. Mathias	0	0	0	1	0	0	0	3	0	0	0	0	4
Timothy	0	0	2	0	1	1	1	2	0	2	1	0	10
Wolford	0	0	2	1	1	3	1	1	2	2	0	0	13
1st Assessment	1	6	9	14	16	18	15	12	16	13	14	8	142
2nd Assessment	0	0	0	0	0	0	0	0	0	0	0	0	0
City of Jenkins	0	0	0	0	0	0	0	0	0	0	0	0	0
Breezy Pt. Septic	0	0	0	2	1	2	1	0	2	2	3	0	13
TOTAL	15	23	61	96	100	100	85	123	128	126	70	54	981

thru 12-31-12
Enforce. Files
13
2
2
7
0
4
0
5
7
0
8
2
8
3
1
2
7
4
1
0
3
28
0
0
0
0
127

Permit/Enforcement Tracking: 991 permits were issued in 2012 compared to 751 in 2011, for a 32% overall increase. 197 new homes were permitted in 2012 compared to 134 in 2011 for a 47% overall increase. 97 enforcement cases were closed out of a total of 127 cases reported for a closure rate of 76%.

Septic System Tracking: 771 inspections were conducted on existing septic systems in 2012 with 742 meeting applicable requirements, meaning that 96% of septic systems inspected in 2012 were performing at standards. 197 permits were issued for new septic systems in 2012 and 84 permits were issued for existing septic system upgrades for a total of 281 new septic systems. 298 septic designs were submitted in 2012 compared to 257 in 2011, a 16% increase. 61 site suitability requests were submitted in 2012 compared to 62 in 2011.

Stormwater Management: Reviewed and approved 90 stormwater plans prior to issuing land use permits. In addition, information about stormwater best management practices was provided as part of 479 land use permit approvals. A total of 25.1 lbs of phosphorous was added to area lakes and streams from new (permitted) impervious surfaces in 2012. A total of 23.6 lbs of phosphorous was removed by implemented stormwater plans in 2012 resulting in a net increase of 1.5 lbs of phosphorus.

Shoreline Rapid Assessment Model (SRAM): Implemented the SRAM assessment, which is used on all riparian properties where the impervious surface percentage is greater than 20%. Based on the SRAM, 16 no-maintenance shoreline buffers were required as part of land use permit approval.

Phase 1 Impervious Surface Coverage Report: The department received a grant in 2012 to conduct an impervious study on lakes over 1000 acres from the Community Assistantship Program through the Center for Urban and Regional Affairs at the University of Minnesota. The study was conducted on 10 lakes. Round Lake had the highest impervious coverage at 14.5% and Pig Lake was the lowest at 1.9%.

AIS Boat Inspection Program: Crow Wing County is taking steps to be an active participant in the AIS battle. In the summer of 2012, Crow Wing County partnered with a number of area lake associations to provide watercraft access inspectors at various boat landings on lakes across the County, including Bay, Hubert, North Long, Pelican, and the Whitefish Chain. A total of 3,178 boat inspections were conducted. Of the watercraft inspected by County inspectors, 12 had aquatic plants or mud attached. Of these 12, 4 were from outside waters that were inspected by zebra mussels and/or milfoil.

Survey information: Completed file management and organization of existing paper survey certificate type records in Land Services file storage area. Processed and scanned all survey records for access through LINK to provide a clearing house of all survey records electronically, eliminating the redundancy of physical storage. This project was completed one year earlier than expected. A total of approximately 11,000 surveys were scanned and available to the public.

Carbon Credits: Received \$52,056 for the 2010 carbon credits through Google. The landfill has an active gas system that captures landfill gas. Instead of releasing the gas to the atmosphere passively, the landfill burns the gas through a skid flare, reducing the amount of carbon released into the atmosphere. This funding will assist in offsetting the capital expenditure for the active gas system.

Pharmaceutical Program: Established an area pharmaceutical program with Crow Wing, Cass and Aitkin County Sheriff's Departments. The first disposal for Crow Wing was in November to the Pope/Douglas WTE facility located in Alexandria; a total weight of 680 pounds. A report to MPCA was accomplished in December.

Property Valuation and Classification

Gary Griffin, Land Services Supervisor

Customer Surveys: We sent out 642 surveys to customers to help us improve our processes and to help gauge the level of satisfaction with the services provided to them. The two specific groups targeted were property owners who had an assessor at their property for the quintile process and customers who appealed their value or classification after receiving their notice of valuation. We received a total of 272 responses to both surveys with a customer satisfaction rate of 99%.

Quintile and Permit Follow up – the 2013 Assessment: State statute requires us to physically examine all improved property parcels in the County, approximately 41,000 during a five-year period, so each year we examine 20% of the parcels, or approximately 8,200 parcels, which we call our “quintile” work. We completed the inspections in October which marks the third year in a row this work has been completely tracked and documented. These inspections help ensure property assessments are based on accurate, up to date information. We are finished inspecting properties that have taken out building permits. This year there has been 1,731 permits issued that we need to review compared to last year’s number of 1,257. Also we have 1,321 follow up issues that need review from last year. The majority of these are from permits that were issued and not started or construction that was not complete by January 2, 2012.

Mailing Tax Statements and Valuation Notices Together: We have outsourced the valuation notices for the last two years which has saved the county approximately \$8,400 in postage and two weeks of staff time each year. By doing this it has given us an opportunity to mail the tax statements and valuation notices together in 2013 for an additional savings of approximately \$18,000 in postage plus valuable staff time in the Auditor’s Office.

Land Service Specialist/Assessor Shared Duties: The goal for 2013 is to implement the plan to have assessor’s perform follow up inspections on issued permits instead of the land service specialists. This will be done at the same time the assessor is evaluating the new construction that has occurred on the property. The land service specialists are assisting in the annual verification of personal property.

Employee Turnover: This year the Property Valuation and Classification Office had three retirees and two employees that transferred to other counties. (One becoming a county assessor) Also one more employee is retiring in February 2013. This means our office will see a turnover of 60% in assessors this year and a turnover percentage of 80% in two years.

Public Land Management

Kirk Titus, Land Services Supervisor

Mississippi River Northwoods Project: The Crow Wing County acquisition of the Mississippi River Northwoods will permanently protect approximately 2,000 acres of contiguous forest land including approximately 2.7 miles of Mississippi River frontage, provide recreational access, and protect ecological functions in the fast-growing Brainerd area dependent on tourism, natural resources, recreation, and forest products for a strong and healthy economy. With the support of The Nature Conservancy and other conservation organizations including the Trust for Public Land, which played a leading role, the Mississippi River Northwoods project was funded by the Outdoor Heritage Fund as recommended by the Lessard-Sams Outdoor Heritage Council and awarded by the Minnesota Legislature.

The MRNW parcel will be managed by professional foresters according to the Forest Management Plan for the Tax Forfeited Lands of Crow Wing County and the Comprehensive Recreation Trails Plan. The forest management plan is a working document designed to guide direct day to day management actions on the forested land base while the purpose of the trails plan is to identify and classify opportunities to provide outdoor trail-based recreation, while meeting the forest management goals. Components of the trails plan include a trail proposal and planning process, activities for trail monitoring and enforcement, evaluation criteria for trail review, and strategies for improved trail linkages. 2013 MRNW projects to be completed include:

- Forest Inventory
- Inventory and Map Native Plant Communities to the Ecological Classifications
- Classify and GPS Roads and Trails
- Close spur roads and trails-Signage
- Road Maintenance
- Reclaim gravel pit.
- GIS Mapping and Data Entry: Digitize stand boundaries, forest, road and native plant community inventory, forest and road inventory.

County Completes Comprehensive Recreation Trails Plan: The Crow Wing County Comprehensive Recreation Trails Plan was approved by the county board on February 14 2012. The plan was developed over the past two years through an extensive public planning and input process. In addition, county Natural Resource Managers started implementation immediately and four trail project plans were written.

The Edgewild and Crosslake Nordic Ridge trail project plans were approved by the County Board on August 14 2012.

The Black Bear Miller Lake Trail project plan has been written and put out for 30 day public Comment. County staff has responded to the public comments and modified the project plan. The project plan will be presented to the Parks and Trails Advisory Committee, followed by a presentation to the County Board and a request for approval shortly thereafter. If the project is approved by the County Board, an application is then made to the Minnesota Department of Natural Resources for grant-in-aid trail status. The project will have to go through the DNR's seven step process. The Cuyuna Iron Range Riders ATV Club applied to designate approximately 19 miles of existing and 1 mile of new trail construction in the Miller-Black Bear Area, northwest of the City of Crosby, as a designated multi-use motorized recreation trail system.

The Miller Hills Trail project plan has been written and will go out for public comment in January 2013.

The Northern Lites Cycle Club has applied to expand and designate approximately 3.8 miles of existing and 3.2 miles of new trail construction (7 miles total) in the Miller Hills Area, 6 miles east of Brainerd, as a designated single-track Off-Highway Motorcycle recreation trail system.

Forest Management: County Natural Resource Managers covered the ground in 2012 as part of their management responsibilities on the 105,000 acres of county managed forest land. A year end Land Services report shows that nearly 5,400 acres of county forest land were inventoried, cruised or surveyed for regeneration.

2012 Tax Forfeited Land Sales: A total of 22 parcels, valued at \$100,000 were sold at auction, over the counter or through direct sale and returned to the tax rolls in 2012. An additional three tax forfeit parcels were repurchased for approximately \$33,600.

We look forward to providing the customer service you expect from us.
Please contact our office with any questions you have.
Enjoy the Beautiful Minnesota Winter!

Please don't hesitate to email any feedback you may have to Darleen, darleen.wood@crowwing.us, and she will make sure we hear it.