



Warroad Watershed District

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Meeting Minutes of the Board of Managers Warroad Watershed District

Warroad, MN

April 28, 2022

Call to Order

Attendance

President Thompson called the meeting to order at 10:03 a.m. Managers present were Bill Thompson, Brian Schaible, Joe Olafson and Keith Landin. Additional attendees were Scott Johnson, Roseau County SWCD, Ericka Halstengard (HEI) and Jenee Provance (WRWD administrative assistant). Joining virtually were Jennifer Marcol-Johnson and Matt Fischer (both of BWSR) and Tony Nordby (HEI) .

Agenda

Schaible made a motion to approve the agenda, Olafson seconded and motion passed with a unanimous vote of the board.

Meeting Minutes

Olafson made a motion approve the minutes from April 28, 2022, seconded by Landin and unanimous vote of the board.

Treasurer's Report

Checking account balance as of March 31, 2022 is \$93,486.72. Plus the \$10,000.00 CD. We received payment from Gerald Phillippe for work done on his property last summer. We have bills from Houston Engineering for Peatland Storage \$5,610.00 Riverbank Stabalization \$2,224.25. There is also a bill from Roseau SWCD in the amount of \$1,427.92. Landin made a motion to ,pay the three bills received, Seconded by Olafson and unanimous vote of the board. Olafson made a motion, seconded by Landin to approve the Treasure's Report, approved by a unanimous vote of the board.

There was discussion about the CD held with Security State Bank. Where is a good place to keep it. It was decided that Keith will purchase a small fire safe to keep at the office in which to store the CD. The CD is automatically renewed yearly. Landin made a motion to roll any accumulated interest back in to the CD. Seconded by Schaible and passed with the

unanimous vote of the board. Jenee will inform the bank of this decision when she goes to the bank later today.

Visitor(s)/Public Comment

None

Special Report

None.

Old Business

WRWD Representation at the Implementation Committee (IC) Meetings

The discussion of the IC meeting was cover crops so it was unnecessary for WWD to be present. Thompson and Olafson attended the Monitoring Sites meeting virtually on the 30th of March. We learned that there is a selection process. If there is funding for monitoring ditch 10 they will let us know. If it goes through, it will be a 10 year process.

Houston Engineering

Warroad River Clean Water Grant Sites - bank stabilization

Halvorson Sand and Gravel have signed the agreement. The DNR has a form that needs to be signed and has agreed to have the WWD sign in their stead. The liability insurance policy was presented. There was discussion as to if it would be a good idea to have an attorney review the policy before agreeing to it. Once the agreement is signed and the insurance is finalized, the contractor will be given a June 15 start date for the project. It was verified that all the agreements with the land owners have been signed.

Peatland Storage Project

There was a meeting with the DNR, the tribal DNR and a member of the tribal council. They expressed concern about the height and they were assured it would not be higher than pre-settlement conditions. Houston will be sending them preliminary heights. The mapping will be changed so tribal land sticks out a bit more. The DNR has requested more time to get all the entities of the DNR "on the same page" and will get something to Houston by May 6. The next step will be arranging meetings with the county commissioners and the drainage authority to get their input on the project. The Drainage authority may choose to abandon the ditches and, if so, there would have to be a public hearing on that decision before moving forward.

WRWD Strategic Planning

Administrative support

A banking policy was presented to the board. Landin added that receipts would need to include a signature from the purchaser. The statement of the CD will be altered to reflect the reinvestment of the interest. Schaible made a motion to accept the Banking Policy with the two changes, seconded by Landin and passed with the unanimous vote of the board.

Jenee needs guidance as to what to keep from the file drawers and what to throw. Matt suggested contacting the MN Historical Society before tossing anything away. We will have to create a file retention policy. When creating the WWD file retention policy, we could follow either the SWCD policy or the BWSR policy or a combination of the two.

1W1P -Joint Powers Board

One Watershed One Plan will, from this point forward, be the Lake of the Woods Watershed Joint Powers Board (LOWWJPB). At the last meeting, they met with the Implementation Committee and discussed work plans and milestones. The MPCA shared the “big picture” on the monitoring and very little applied to us. Real census, deer hunting and bear hunting, control burn areas and BWSR work on 1W1Ps throughout the state were discussed. The rest of the meeting was housekeeping.

Permits

None

Roseau County Funding of Ditch 10

Olafson reported he has attempted to contact Matt Cole in multiple ways multiple times and has received no response. This item will be removed from the agenda.

New Business

1. PRAP Review

Jennifer walked through the report she compiled with the information supplied to her via surveys and information provided to her by staff. One action item was identified. A data practices policy for the WWD needs to be developed and completed by December 2023. The WWD Board was then given commendations for things well done as well as 4 areas to focus on as we strive for improvement.

1. Develop orientation and continuing education plan for board members and staff and keep records of trainings attended.
2. Finalize workload assessment and formalize roles and responsibilities.
3. Review existing operations guidelines and establish new guidelines and policies as necessary.
4. Work with partners to track water quality and trends and accomplishments.

The letter in response to the review will be completed by Jenee and emailed to the board for approval.

2. The "old" highway 11 flooding has been a problem. Tom Lien contacted the WWD and has been directed to work with his Township since they have jurisdiction.
3. Tim Fast contacted Manager Landin regarding the state of his driveway. He is upset with its condition and feels its demise is due to the heavy equipment used for the Streambank work done on his property last summer. Keith made a motion to pay for one load of gravel for the Fast driveway. Olafson seconded and it passed by a unanimous vote of the board. Manager Landin will coordinate with Stoskopf and Fast.
4. Jeff Hellquist contacted Manager Thompson regarding a hay bale thrown into the ditch by Ted Nichols. He has a video of him doing it and was referred to the County Sheriff's Office.

Round Table

Nothing

Next Meeting

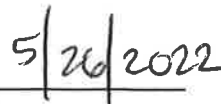
The next Regular Meeting will be held on Thursday, May 26 at 10:00 a.m.

Adjournment

The meeting was adjourned at 11:29 pm on a **motion** by Olafson **second** by Schaible and a unanimous vote of the Board.



Watershed Secretary



Date