



**Meeting Minutes of the Board of Managers
 Warroad Watershed District**

Warroad, MN
 April 23, 2026

Attendance

Managers present at the Warroad Watershed District (WWD) office were Bill Thompson, Joe Olafson, Brian Schaible, and Jeff O’Donnell. Manager Keith Landin joined the meeting online while wintering out of state. Other attendees were Kermit Jensen (Roseau County Commissioner), Scott Johnson (Roseau Co SWCD), Vicki Dalager (WWD administrative support), and Tony Nordby (Houston Engineering; joining online).

Call to Order

President Thompson called the meeting to order at 10:02 a.m. All votes during this meeting were conducted via roll call vote.

Agenda

The agenda was approved on a motion by Olafson, second by O’Donnell, and unanimous vote of the Board members.

Secretary’s Report

The March 26, 2026, draft meeting minutes were reviewed. The minutes were approved as submitted with a motion by Olafson, second by O’Donnell, and unanimous vote of the Board members

Treasurer’s Report

The Treasurer’s Report was reviewed. Balances as of 4/20/2026 were:

Checking account	\$ 88,678.21
Debit Card account	\$ 1,094.53
CD	\$ 10,000.00

Financial transactions since the last meeting were reviewed. A quarterly statement of financial activity was reviewed. Manager requests for payment were submitted, reviewed, and signed. A list of upcoming invoices and bills payable was reviewed:

Houston Engineering	Engineering- Streambank Stabilization	\$ 385.50
Houston Engineering	Engineering- Streambank Stabilization	\$ 6,644.00
Roseau SWCD	Operating Contracted Services	\$ 1,508.91
Keith Landin	Manager Compensation	\$ 481.10
Jeff O’Donnell	Manager Compensation	\$ 125.00
Joe Olafson	Manager Compensation	\$ 125.00
Brian Schaible	Manager Compensation	\$ 125.00
Bill Thompson	Manager Compensation	\$ 250.00
Vicki Dalager	Contract Admin/Expenses	\$ 897.87
Microsoft	Microsoft 365 software subscription	\$ 13.42

Marco	Office supplies: copier	\$ 107.11
Arlo Burress	Rent	\$ 350.00
Arlo Burress	Internet	\$ 33.46
Security State Bank	Bank Service Charges	\$ 1.00
Intuit	QuickBooks subscription	\$ 38.00
Wikstrom	Phone	\$ 39.53

Clean Water Fund Balances: As of 4/7, the WWD Streambank Protection grant fund balances as provided by LOW SWCD are as follows:

FY24-04	Streambank/Shoreland Protection (construction)	\$ 61,974.67
	Technical/Engineering Assistance	\$ 0.00
FY26-05	Streambank/Shoreland Protection (construction)	\$115,000.00
	Technical/Engineering Assistance	\$ 17,959.70
FY26-13	Cedarbend Streambank/Shoreland Protection (construction)	\$ 87,294.00
	Cedarbend Technical/Engineering Assistance	\$ 24,270.90

Approval of the treasurer’s report was made on a motion by Olafson, second by O’Donnell. Motion carried unanimously. Landin moved and O’Donnell seconded to approve the payment of bills. Motion carried unanimously.

Visitor(s)/Public Comment

Commissioner Kermit Jensen plans to attend a May 11 peatland open house. He reported that the Roseau County commissioners have reservations about abandoning the ditch that the peatland restoration project requires. They question the necessity of abandoning the ditch in order to do the project. Olafson indicated that Lake of the Woods County commissioners also have reservations.

Old Business

Joint Powers Board (JPB) and Implementation Committee (IC) Updates

- Thompson reported that the next JPB meeting is scheduled for April 27.
- Thompson and Olafson reported that the 10-year watershed management plan went through additional reviews and each section will be finalized soon. Landin reported that he provided feedback about the narrative section that it included the median income for Koochiching County and that it should include Lake of the Woods and Roseau counties instead. A public hearing will be held in the future.
- The proposed 25% grant match for landowners is no longer being considered. It will remain at 10%.
- There will be an IC meeting on May 8.

Streambank stabilization projects

- **Peterson site:** The project is shovel-ready and just waiting for the date of June 15.
- **Lindner/Hallan sites:** Tony Nordby reported that Goulet Construction had a liability insurance issue that he’s trying to get resolved with his insurance company. The contract has been signed.
- **Cedarbend Township 570th Avenue:** Tony Nordby reported that the project scope has been pared back quite a bit. Discussion ensued to consider if the remaining \$27,000 in funding could be used to complete more of the project for greater impact. It was decided to leave the plan as is because enlarging the scope would be quite costly due to additional work to clear for access and DNR Public Waterway requirements would come into play. An agreement with the township will need to be made and an agreement to allow access to the site will need by be completed with

Wayne Ehlers. Landin moved to direct Tony Nordby to proceed with generating a quote packet and sending it to contractors. With a second by O'Donnell, the motion passed unanimously.

LOW County Peatland Restoration

Discussed earlier in the meeting.

Beaver dams update

Adam Solberg contacted Olafson because he observed that beaver have been moving back into the Cedarbend West Branch of the river where the dam was recently removed as well as another area nearby. The Board wants him to trap the beaver. Landin suggested that the Conservation Corps walk that stretch to assess the area. Nordby indicated that he can share the drone footage which would provide an aerial view. Thompson reported that there is beaver activity near the canal outlet at the Warroad Estates, a Lake Township responsibility. Nathaniel Lewis is working on addressing the issue.

Permits

None.

Conservation Corps

No new information.

Admin support

Vicki Dalager reported that she completed multiple reports requested by MCIT.

New Business

None.

Round Table

- Landin plans to work on making frames for the WWD maps to hang on the wall
- Commissioner Glenda Phillipe forwarded an email thread regarding problematic water drainage on Kirkwood Avenue. Thompson informed Nathan Hoy, the property owner and owner of the culvert, that it is Hoy's responsibility to replace it or fix it.

Next Meeting

The next regular meeting of the WWD Board will be held Thursday, May 28, at 10:00 a.m.

Adjournment

The meeting was adjourned at 11:02 a.m. with a motion by Olafson, second by O'Donnell, and unanimous vote of the Board.

Respectfully submitted,
Brian Schaible, WWD Secretary