

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

Warroad, MN
February 27, 2025

Attendance

Managers present at the Warroad Watershed District office were Brian Schaible and Joe Olafson. Keith Landin joined the meeting online due to out-of-town travel. Bill Thompson joined the meeting remotely, but did not vote or preside over the meeting. Other attendees were Glenda Phillipe (Roseau County Commissioner) and Vicki Dalager (WWD administrative support). Tony Nordby (Houston Engineering) joined the meeting online. Manager Jeff O'Donnell was not present.

Call to Order

In the physical absence of President Thompson, Olafson called the meeting to order at 10:01 a.m. All votes during this meeting were conducted via roll call vote.

Agenda

The addition of Peatland was made to the agenda. The amended agenda was approved on a motion by Schaible, second by Landin, and unanimous vote of the Board.

Secretary's Report

The January 23, 2025, draft meeting minutes were reviewed. The minutes were approved on a motion by Schaible, second by Landin, and unanimous vote of the Board.

Treasurer's Report

The Treasurer's Report was reviewed. Balances as of 2/24/2025 were:

Checking account	\$ 110,422.58
Debit Card account	\$ 1,533.53
CD	\$ 10,000.00

Landin highlighted financial transactions since the last meeting and bills for the month ahead. Manager requests for payment were submitted, reviewed, and signed. A list of upcoming bills was reviewed.

Invoices and bills payable:

MCIT	Insurance	\$ 1,692.00
Houston Engineering	Engineering - Streambank inv. 75107	\$ 4,487.25
Houston Engineering	Engineering - WR clear/snag inv. 75108	\$ 636.00
MN DNR	Public Waters Work permit	\$ 1,200.00
Roseau County	Record rules at Roseau Co. Courthouse	\$ 46.00
Roseau Times Region	Public notice for rules adoption	\$ 91.80
Northern Lights Region	Public notice for rules adoption	\$ 171.00
Anderson Excavation	Contractor - WR clearing/snagging	\$37,500.00
Keith Landin	Manager Compensation/Expenses	\$ 742.70
Joe Olafson	Manager Compensation	\$ 414.00

Brian Schaible	Manager Compensation	\$ 170.00
Bill Thompson	Manager Compensation	\$ 376.00
Vicki Dalager	Contract Admin/Exp.	\$ 966.72
Microsoft	Microsoft 365 software subscription	\$ 13.42
Marco	Office supplies: copier	\$ 109.61
Arlo Burress	Rent	\$ 235.00
Arlo Burress	Internet	\$ 33.46
Security State Bank	Bank Service Charges	\$ 1.00
Intuit	QuickBooks subscription	\$ 35.00
Wikstrom	Phone	\$ 39.37

Approval for payment of bills was made on a motion by Schaible with a second by Landin. Motion carried unanimously. Landin moved to approve the Treasurer's Report, with a second by Schaible. Motion carried unanimously.

Visitor(s)/Public Comment

Glenda Phillipe had nothing from the County.

Old Business

Joint Powers Board and Implementation Committee (IC) Updates

Phillipe and Thompson attended the Joint Powers Board meeting. Phillipe reported that project lists were being developed for 2026. There was also a discussion about audits. They encouraged watershed districts to contact their legislators regarding the cost of audits and somehow developing a different source of funding for paying for the required audits. The JPB audit is conducted by Peterson Company. Phillipe also reported that the IC has discussed updating the watershed plan which involves simplification of the plan and priorities. The cost to update the plan was approved for \$50,000 and it would be effective until 2037. There was no IC meeting.

SWCD Streambank stabilization project

No updates.

Conservation Corps: River clean-up

No updates.

Beaver dam removal update

None.

Permits

None.

Houston Engineering: River Clean-up

Tony Nordby reported that Anderson Excavating completed the clearing and snagging project on the Warroad River. The project went very well and a lot of material was removed. Initial observations indicated it was well worth the expenditure, but time will tell what the benefit will be in the long term. Andy Anderson asked to be considered in the future if WWD wishes to conduct this type of

work further upstream. He suggests that allowing a bigger window of time to complete the project during cold weather would be helpful.

Olafson noted that when he was at the site of the work, he observed that there is marked erosion where the river water cut into the bank. Landin described seeing bare dirt or sand along the bank two or three feet above the current water line. A discussion ensued about how to mitigate the erosion and sedimentation coming down the river and the source of the issue. The volume and velocity of water that is coming at one time is the problem in many areas of the lower reaches of the Warroad River. Being able to pull some of the water out during the peak high-water flows and then releasing the water at a later date would prevent excess velocity and resulting erosion of the streambank. However, this would be a large project that would require landowner buy-in and other factors.

Houston Engineering: Warroad River Clean Water Grant bank stabilization

Nordby reported that the plans for the Hallan/Lindner streambank projects done. The fee for the public waters permit needs to be paid in order to move forward with the processing. The estimated project construction costs of \$131,460 for both projects are low enough to be able to use quotes.

The engineering associated with getting DNR public waters permits is costly due to their relatively new "no rise" certificate requirements. A FEMA model is used to determine no rise on the proposed project. Updates are required based on the survey which gets incorporated into the design. This involves looking at the 100-year elevation data and determining if there is decrease, increase, or no rise as a result of the project. The permit application requires proof that there is no rise. This particular project already has \$18,000 into the modeling of the "no rise" requirements alone, which is about \$14,000 higher than what Tony estimated.

Olafson noted that Mike Goulet expressed interest in providing contracting quotes and would like to be notified of future projects.

DNR Peatland Restoration Project

Charlie Tucker of the DNR has asked WWD to provide support of a joint powers agreement for a Peatland Restoration Demonstration Project. Landin moved to offer support of the agreement as sent provided WWD incurs no monetary obligation. Schaible seconded the motion which carried unanimously.

PRAP Recommendations and Strategic Planning

The data inventory will reflect that providing photos is not required.

Admin support

Landin noted that there is no longer a work surface adjacent to the copier. Landin moved that the Board authorize Vicki Dalager to find and purchase a cabinet, shelf, or table for this area up to \$300, seconded by Schaible. Motion carried unanimously.

Landin moved that the hourly rate for administrative support hours provided by Vicki Dalager be paid at a rate of \$35/hour. Schaible seconded the motion, which carried unanimously.

New Business

None

Round Table


Landin reported that Tim Paquin has done a lot of work burning piles of wood debris that was removed from the Warroad River during last summer's Conservation Corps clean-up project. Landin moved and Olafson seconded that the WWD pay \$500 to Tim Paquin for this work. Motion carried unanimously.

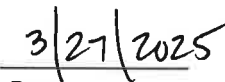
Next Meeting

The next regular meeting will be held Thursday, March 27, at 10:00 a.m.

Adjournment

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


Watershed Secretary


Date