

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

Warroad, MN
February 26, 2026

Attendance

Managers present at the Warroad Watershed District (WWD) office were Bill Thompson and Joe Olafson. Manager Keith Landin joined the meeting online while wintering out of state. Managers Jeff O’Donnell and Brian Schaible were not in attendance. Other attendees were Kermit Jensen (Roseau County Commissioner) and Vicki Dalager (WWD administrative support). Tony Nordby (Houston Engineering) joined the meeting online

Call to Order

President Thompson called the meeting to order at 10:05 a.m. All votes during this meeting were conducted via roll call vote.

Agenda

Manager Landin requested that MN Paid Leave be added to Old Business. The modified agenda was approved on a motion by Olafson, second by Landin, and unanimous vote of the Board members in attendance.

Secretary’s Report

The January 22, 2026, draft meeting minutes were reviewed. The minutes were approved as submitted with a motion by Landin, second by Olafson, and unanimous vote of the Board members in attendance.

Treasurer’s Report

The Treasurer’s Report was reviewed. Balances as of 2/24/2026 were:

Checking account	\$ 92,922.74
Debit Card account	\$ 1,123.37
CD	\$ 10,000.00

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

Houston Engineering	Engineering- Maintenance	\$ 122.00
Houston Engineering	Engineering- Streambank Stabilization	\$ 1,287.50
Keith Landin	Manager Compensation	\$ 350.00
Joe Olafson	Manager Compensation	\$ 295.00
Bill Thompson	Manager Compensation	\$ 125.00
Vicki Dalager	Contract Admin/Expenses	\$ 565.37
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 were unchanged: As of 1/20, 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	\$ 20,000.00

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

Visitor(s)/Public Comment

None.

Old Business

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

Thompson reported that there was a JPB meeting on February 17. He reported that the proposal that landowner cost-share increase to 25% for WWD was revisited. This change is being proposed only for WWD and isn’t consistent across all LOW JPB entities. Thompson reiterated to the JPB that 10% would be the maximum the WWD managers would approve.

Olafson reported there were two IC meetings. A January 29 meeting was held exclusively for funding for the Cedarbend 570th Avenue project. The project was approved but wasn’t fully funded. The IC suggested that the length be pared back. A February 17 meeting was for amending the LOW Comprehensive Watershed Management Plan. Olafson reported that the goals were finalized toward moving to restore natural hydrology. The committee looked at WWD streambank projects. Habitat for fish and wildlife was discussed.

Streambank stabilization projects

Peterson site: On hold until summer construction.

Cedarbend Township 570th Avenue: Tony Nordby from Houston Engineering showed drone footage of the Cedarbend 570th Avenue area. Discussion ensued about what the priorities are in relation to water quality grant funds requirements. Nordby suggested that the managers consider if the same project would be pursued if the road wasn’t there. The township will be asked to match 25% since the project involves stabilizing the area next to the road. Landin moved to authorize Houston Engineering to work on the design and engineering for the Cedarbend 570th Avenue project. The motion, seconded by Olafson, carried unanimously by the Board members in attendance. Nordby will estimate the costs for addressing the issues discussed and will report back to the Board. Olafson moved and Landin seconded that Warroad Watershed District approve the cooperative agreement with the JPB for the Cedarbend 570th Avenue project. Motion carried unanimously by the Board members in attendance.

Lindner/Hallan sites: Nordby presented the contractors’ quotes that had been submitted. Goulet Construction had the lowest bid at \$111,810.00. There was discussion about potential

concerns (specifically about dealing with the spoils) based on past projects by this contractor. Nordby offered options for staying on top of the process to avoid problems. Landin moved to direct Houston Engineering to work with Goulet Construction for the Hallan/Lindner projects. Olafson seconded the motion which carried unanimously by the Board members in attendance.

LOW County Peatland Restoration

No report.

Beaver dams update

None.

Permits

None.

Admin support

No report.

MN Paid Leave

Landin reported that he reached out to the state to ask whether it was necessary for WWD to enroll in the MN Paid Leave program for the managers. He was told that independent contractors, self-employed individuals, and individuals who receive 1099s (not W-2s) aren't required to be enrolled. WWD managers receive 1099s and are not required to participate.

New Business

None.

Round Table

The Conservation Corps work dates are scheduled for August 31 to September 6. They also have availability now for additional work, but any projects WWD needs to be completed wouldn't work at this time of year.

Next Meeting

The next regular meeting of the WWD Board will be held Thursday, March 26, at 10:00 a.m.


Adjournment

The meeting was adjourned at 11:00 a.m. with a motion by Olafson, second by Landin, and unanimous vote of the Board members in attendance.

Respectfully submitted,
Brian Schaible, WWD Secretary



Watershed Secretary



Date