

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

Warroad, MN  
June 30, 2025

**Attendance**

Managers present at the Warroad Watershed District (WWD) office were Bill Thompson, Brian Schaible, Joe Olafson, Jeff O'Donnell, and Keith Landin. Other attendees were Glenda Phillipe (Roseau County Commissioner), Scott Johnson (Roseau County SWCD), and Vicki Dalager (WWD administrative support). Matt Fischer (BWSR), Janine Lovold (Roseau County SWCD), and Tony Nordby (Houston Engineering) joined the meeting online.

**Call to Order**

President Thompson called the meeting to order at 10:02 a.m.

**Agenda**

The agenda was approved on a motion by Olafson, second by Landin, and unanimous vote of the Board.

**Secretary's Report**

The May 22, 2025, draft meeting minutes were reviewed. The minutes were approved as submitted on a motion by Landin, second by Schaible, and unanimous vote of the Board.

**Treasurer's Report**

The Treasurer's Report was reviewed. Balances as of 6/24/2025 were:

Checking account	\$ 99,843.80
Debit Card account	\$ 918.52
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	Conservation Corps app w/ maps	\$ 361.50
Keith Landin	Manager Compensation	\$ 340.00
Jeff O'Donnell	Manager Compensation	\$ 125.00
Joe Olafson	Manager Compensation	\$ 250.00
Brian Schaible	Manager Compensation	\$ 125.00
Bill Thompson	Manager Compensation	\$ 125.00
Vicki Dalager	Contract Admin/Expenses	\$ 851.34
Microsoft	Microsoft 365 software subscription	\$ 13.42
Marco	Office supplies: copier	\$ 113.61
Arlo Burress	Rent	\$ 350.00
Arlo Burress	Internet	\$ 33.46
Security State Bank	Bank Service Charges	\$ 1.00
Intuit	QuickBooks subscription	\$ 38.00

Arlo Burress informed the Board that office rent will increase to \$350/month for the next twelve months.

There were no changes to the Clean Water Grant Fund Balances since last month's report.

Approval of the treasurer's report was made on a motion by Schaible with a second by O'Donnell. Motion carried unanimously.

Approval of the rent increase and the payment of bills was made on a motion by Olafson with a second by O'Donnell. Motion carried unanimously.

**Visitor(s)/Public Comment**

None.

**Old Business**

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

Thompson reported that the Joint Powers Board meeting is scheduled for July 10.

Olafson reported that the Implementation Committee meeting is scheduled for July 9.

**SWCD Streambank stabilization project**

The work at the Jared Olafson site has been completed by LaValla Sand and Gravel. The project came in under bid at \$35,113.50 and will be billed to Warroad Watershed District. The landowner is pleased with the work. The Joey Peterson project is in the permitting phase.

**Houston Engineering: Warroad River Clean Water Grant bank stabilization and potential storage projects**

August would be the earliest that new funding could be requested for construction for the Hallan and Lindner projects. Potential future projects were discussed. On the West Branch of the Warroad River, there is an area where the river is washing away the Ehlers property and undercutting an adjacent township road. The township has shown interest in paying a share of the streambank stabilization. Landin will contact the township board. This site may be contributing to the culverts that are filling in downstream. Houston Engineering will provide a high-level estimate to share with the landowner and the township.

**LOW County Peatland Restoration**

There will be an online meeting later in the day for the Peatland Restoration project. Olafson will attend.

**Conservation Corps: River clean-up**

Landin reported that the Conservation Corps crew will be working on the Warroad River the weeks of August 11 and August 18. Landin will work on a letter to send to affected landowners before work commences in August. Houston Engineering submitted an application on behalf of WWD for work next year.

**Beaver dam removal update**

A beaver dam was reported at Ditch 6 southeast of the Dale Adams residence. Landin contact Kermit Jensen since it's a county responsibility.

**Permits**

None.

**Admin support**

Vicki Dalager reported she is still looking into options for signage as well as a substrate for mounting maps on the wall in the office.

**Minnesota Watersheds Summer Tour**

Olafson and Landin attended the Summer Tour of the Minnesota Watersheds organization in Roseau June 24-25. A highlight was a tour of the Roseau River Watershed District's projects. Their focus is primarily flood mitigation, for which \$47 million was spent on a diversion project in the city. Another project, in coordination with the Red River Watershed, is to restore the Roseau lakebed to include controlled gates to take on water during spring runoff and then release it slowly. The tour included two busloads of participants.

**New Business**

None.

**Round Table**

Landin reviewed an invitation for membership from the Minnesota Lakes and Rivers Organization. WWD is still awaiting new keys for the office. Landin will follow up with Scott Johnson.

**Next Meeting**

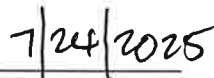
The next regular meeting of the WWD Board will be held Thursday, July 24, at 10:00 a.m.

**Adjournment**

The meeting was adjourned at 10:43 a.m. on a motion by Olafson, second by O'Donnell, and unanimous vote of the Board.



Watershed Secretary



Date