



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

Warroad, MN

April 24, 2025

### Attendance

Managers present at the Warroad Watershed District (WWD) office were Bill Thompson, Jeff O'Donnell, Brian Schaible, and Joe Olafson. Keith Landin joined the meeting by phone, but did not vote. Other attendees were Glenda Phillipe (Roseau County Commissioner), Kermit Jensen (Roseau County Commissioner), and Vicki Dalager (WWD administrative support). Tony Nordby (Houston Engineering) joined the meeting online with it already in progress.

### Call to Order

President Thompson called the meeting to order at 10:03 a.m.

### Agenda

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

### Secretary's Report

The March 27, 2025, draft meeting minutes were reviewed. Landin asked for clarification about the portion of minutes regarding the Roseau County beaver policy to make sure that WWD was not subject to the request to ask permission to trap beaver within WWD boundaries. Commissioners Phillipe and Jensen explained that the recommendation was meant for individual trappers, not for other government entities. The minutes were approved as submitted on a motion by Olafson, second by O'Donnell, and unanimous vote of the Board.

### Treasurer's Report

The Treasurer's Report was reviewed. Balances as of 4/21/2025 were:

Checking account	\$ 62,123.54
Debit Card account	\$ 1,217.82
CD	\$ 10,000.00

A statement of financial activity was reviewed for January through March. 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 – Streambank stabilization	\$ 3,166.00
Roseau Co. SWCD	Contracted service, website expenses	\$ 686.43
Keith Landin	Manager Compensation	\$ 260.00
Jeff O'Donnell	Manager Compensation	\$ 125.00
Joe Olafson	Manager Compensation/Expenses	\$ 310.40
Brian Schaible	Manager Compensation	\$ 125.00
Bill Thompson	Manager Compensation	\$ 170.00

Vicki Dalager	Contract Admin/Expenses	\$ 739.06
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

Clean Water Fund Balances: As of April 1, the WWD Streambank Protection grant FY24-04 fund balances as provided by LOW SWCD were as follows:

Streambank/Shoreland Protection (construction)	\$107,576.82
Technical/Engineering Assistance	\$ 2,876.27

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

#### Visitor(s)/Public Comment

No updates.

#### Old Business

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

The next JPB meeting will be April 28.

The IC met on April 9. Olafson reported that they were working on the final stages of PRAP.

##### **SWCD Streambank stabilization project**

No update.

##### **Conservation Corps: River clean-up**

No update.

##### **Beaver dam removal update**

None reported.

##### **Permits**

The MN Department of Transportation (DOT) submitted a permit for proposed work on Hwy 11 in which all culverts will be replaced. Clarification was made that under the newly adopted rules, MN DOT still needs to seek a permit from WWD since MN DOT can't permit themselves. O'Donnell moved to approve the permit, seconded by Schaible. The motion carried unanimously. Schaible will issue the permit.

##### **Admin support**

Vicki Dalager reported that the recently delivered cabinet will require assembly and invited volunteers for that project.

##### **Round Table**

Thompson reported on the April 22 online meeting he attended about peatland restoration potential. The Lake of the Woods SWCD and Minnesota DNR have partnered to assess the restoration potential

of drained peatlands. WWD was one of the organizations that was invited to participate as a steering committee partner due to land management or jurisdictional authority within the project area. Thompson explained that Ditch 10 will likely be the first ditch plug site because it's the most accessible. The next steps are to identify proposed sites for ditch plugs (BMPs) before the next steering committee meeting in June. Some discussion ensued in which concerns were expressed over water backing up during high rain events. WWD managers were encouraged to attend the next meeting, for which the exact date is yet to be determined.

**Houston Engineering: Warroad River Clean Water Grant bank stabilization**

At this time, Tony Nordby joined the meeting online and inquired about a timeline for construction funding for the Hallan/Lindner projects. Olafson indicated that, pending release of State funds, construction this fall is possible, but not highly probable. Funds are expected to be released in September. Nordby suggested that an update could be provided in July about whether it's feasible to seek quotes in August for construction in September. Olafson reported that Corryn Trask of LOW SWCD indicated that it's favorable that the projects have been engineered and are ready to go.

Looking ahead, engineering will be needed for a section of curves on the West Branch before and after the county road 4-wide culverts that have been chronically plugged. The goal would be to reduce the likelihood of the culverts continually plugging in the future. In addition, there was discussion of the need for capping a township road on Bulldog Run near Nathan Adams' property which will need to be engineered to prevent repetitively washing out.

**New Business**

None.

**Next Meeting**

The next regular meeting will be held Thursday, May 22, at 10:00 a.m.

**Adjournment**

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

	
_____ Watershed Secretary	_____ Date