



**Meeting Minutes of the Board of Managers  
Warroad Watershed District  
Warroad, MN  
September 25, 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 Kermit Jensen (Roseau County Commissioner), Scott Johnson (Roseau County SWCD), and Vicki Dalager (WWD administrative support). 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 10:00 a.m.

**Agenda**

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

**Secretary's Report**

The August 28, 2025, draft meeting minutes were reviewed. The minutes were approved as submitted with 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 9/22/2025 were:

Checking account	\$ 85,847.84
Debit Card account	\$ 1,332.88
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:

Roseau Times Region	Public notice for budget hearing	\$ 91.80
Keith Landin	Manager Compensation	\$ 305.00
Jeff O'Donnell	Manager Compensation	\$ 125.00
Joe Olafson	Manager Compensation	\$ 125.00
Brian Schaible	Manager Compensation	\$ 125.00
Bill Thompson	Manager Compensation	\$ 125.00
Vicki Dalager	Contract Admin/Expenses	\$ 846.44
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	\$ 39.41

Clean Water Fund Balances: As of 9/23, the WWD Streambank Protection grant FY24-04 fund balances as provided by LOW SWCD were as follows:

Streambank/Shoreland Protection (construction)	\$ 61,974.67
Technical/Engineering Assistance	\$ 1,144.20

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

Approval for payment of bills was made on a motion by O'Donnell with a second by Schaible. Motion carried unanimously by the Board.

#### **Visitor(s)/Public Comment**

Kermit Jensen reported that solid waste was set as the top priority with drainage as second priority for the environmental and natural resources committee.

#### **Old Business**

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

Thompson and Olafson reported that the September 24 public open house at Warroad RiverPlace was poorly attended.

Olafson reported that the Implementation Committee will meet October 8.

##### **Streambank stabilization projects**

###### **Cedarbend Township 570<sup>th</sup> Avenue**

Tony Nordby from Houston Engineering sent a new agreement to have signed for surveying the Cedarbend Township 570<sup>th</sup> Avenue site.

###### **Peterson site**

A quote was received for the Peterson project in the amount of \$59,148 from LaValla Sand and Gravel (Brekke) for streambank stabilization construction. The Warroad Watershed District clean water grant FY24-04 fund balance is \$61,974.67. Landin moved to approve the construction quote from LaValla Sand and Gravel and proceed with the project. The motion was seconded by Olafson and approved by unanimous vote of the Board.

##### **Houston Engineering**

The Lindner/Hallan projects are on hold pending funding. The Cedarbend 570<sup>th</sup> Avenue site will be surveyed this fall.

##### **LOW County Peatland Restoration**

A final report was sent earlier in September detailing the three sites that will be pursued. A meeting for stakeholders is set for October 29.

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

Landin reported that he completed an evaluation for this year's work. Landin spoke with Tim Paquin about burning the piles of wood this winter. The 2026 application to do work on the East Branch has been approved for 400 hours.

**Beaver dam removal update**

Landin was contacted by Adam Solberg regarding two dams on the East Branch of the Warroad River. One dam is near the county road bridge (in the county's responsibility area) and the other is about ¼ to ½ mile away (in the WWD responsibility area). Solberg will trap the beaver and will be asked to submit two bills – one to the County and one to WWD.

Landin suggested that WWD contract with someone to clean up the beaver dams after the beaver have been trapped. One of the area property owners may be interested in doing the work for an hourly rate. Kermit Jensen will find out the amount that the County will pay for this type of work.

**Permits**

None.

**Admin support**

The levy certification was sent to the County.

**New Business****MN Watersheds Annual Conference and Trade Show**

The conference will be held December 3-5 at Grand View Lodge in Nisswa.

**"Cradle to Grave" Grant Training**

A BWSR grant training event will be held December 22 in Thief River Falls.

**Round Table**

None.

**Next Meeting**

The next regular meeting of the WWD Board will be held Thursday, October 23, at 10:00 a.m.

**Adjournment**

The meeting was adjourned at 10:29 a.m. with a motion by Landin, second by O'Donnell, and unanimous vote of the Board.

  
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Watershed Secretary

10/23/2025  
\_\_\_\_\_  
Date