

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

Warroad, MN  
May 22, 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), Kermit Jensen (Roseau County Commissioner), and Vicki Dalager (WWD administrative support). Janine Lovold (Roseau County SWCD) joined the meeting online.

**Call to Order**

President Thompson called the meeting to order at 10:06 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 April 24, 2025, draft meeting minutes were reviewed. The minutes were approved as submitted on a motion by Landin, second by O'Donnell, and unanimous vote of the Board.

**Treasurer's Report**

The Treasurer's Report was reviewed. Balances as of 5/19/2025 were:

Checking account	\$ 59,893.44
Debit Card account	\$ 1,203.40
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:

Czeh, Wilson, Wilmer	Accounting fees	\$ 55.00
Keith Landin	Manager Compensation/Expenses	\$ 275.90
Jeff O'Donnell	Manager Compensation	\$ 125.00
Joe Olafson	Manager Compensation/Expenses	\$ 300.40
Brian Schaible	Manager Compensation	\$ 170.00
Bill Thompson	Manager Compensation	\$ 375.00
Vicki Dalager	Contract Admin/Expenses	\$ 776.44
Microsoft	Microsoft 365 software subscription	\$ 13.42
Marco	Office supplies: copier	\$ 113.61
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	\$ 39.41

Clean Water Fund Balances: As of May 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	\$ 26.87

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**

Commissioner Kermit Jensen initiated a discussion about beaver trapping. The county requests that trappers bring the tails along with their request for payment. The sentiment was that WWD consider adopting this policy. Commissioner Glenda Phillipe suggested that the trapper indicate the location on a printed map where the beaver was trapped so it's clear which entity's responsibility it is to pay the trapping fee. Phillipe will forward a copy of that document to WWD for reference.

#### **Old Business**

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

Phillipe and Thompson reported that a timeline was reviewed for the grant process. Phillipe will share the documents for WWD reference.

Olafson reported there was an IC meeting focusing on E.coli in the region. The East Branch of the Warroad River is contaminated by E.coli. There is impairment in several bodies of water due to birds, cattle, and deer. There is nothing that can be done to improve the situation. The levels won't be tested for another 10 years. Phosphorus levels are improving.

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

No update.

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

No update.

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

The Peatland Restoration project undertaken by LOW County and the DNR continues to move forward. Locations of sites likely for plugs were identified. A public hearing will be held because it will affect farmers. The managers reviewed and discussed the map of Winter Road Peatland Restoration sites within the Warroad Watershed District. A date for the June meeting hasn't been identified.

##### **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. There will be six workers each week, some of whom were here last year. The crew can access the river at the Mike Roberts property, which is near where they will start their work and move west. There are a few log jams plugging the river. There is no need to clean where the clearing and snagging site was undertaken earlier this year.

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

None reported.

**Permits**

Schaible reported that he issued the permit for the MN Department of Transportation (DOT) proposed work on Hwy 11 which was approved at the WWD meeting in April.

**Admin support**

Vicki Dalager reported that the keys for the WWD office and building have been changed. Landin will request that Scott Johnson have two more keys made so that key holders will be Dalager, Landin, Thompson, and Schaible. Dalager reported that Arlo Burress inquired about whether WWD would be okay with having outside groups meet in the open conference area at the office. Concern was expressed over this possibility. Olafson will be in contact with Burress to seek more information and share the Board's concerns. Dalager inquired whether the Board has interest in having signage for the WWD office. Interest was expressed to have a 4' x 4' sign in the side of the building or in the window facing the street on the east and the sidewalk on the south side, as well as a smaller sign or decal on the door inside the building. Dalager will look into options.

**New Business****Minnesota Watersheds Summer Tour**

The Summer Tour of the Minnesota Watersheds organization will be held in Roseau this year from June 24 -26. WWD should have representation there. Olafson and Landin volunteered to attend. Dalager will register them for the event.

**Round Table**

None.

**Next Meeting**

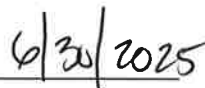
The next regular meeting will be moved up by one week to be held Thursday, June 19, at 10:00 a.m.

**Adjournment**

The meeting was adjourned at 11:23 a.m. on a motion by Landin, second by O'Donnell, and unanimous vote of the Board.



Watershed Secretary



Date