



**Meeting Minutes of the Board of Managers
Warroad Watershed District
Warroad, MN
January 22, 2026**

Attendance

Managers present at the Warroad Watershed District (WWD) office were Bill Thompson, Joe Olafson, and Jeff O'Donnell. Manager Keith Landin joined the meeting online while wintering out of state. Manager Brian Schaible also joined the meeting remotely but did not vote. Other attendees were Kermit Jensen (Roseau County Commissioner), Scott Johnson (Roseau County SWCD), Daryle Dahl (Roseau County Highway Department), and Vicki Dalager (WWD administrative support). Tony Nordby (Houston Engineering), Janine Lovold (Roseau County SWCD), and Rachel Miller (MN DOT) joined the meeting online

Call to Order

President Thompson called the meeting to order at 10:00 a.m. All votes during this meeting were conducted via roll call vote.

Agenda

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

Secretary's Report

The December 19, 2025, draft meeting minutes were reviewed. The minutes were approved as submitted with a motion by Olafson, second by O'Donnell, and unanimous vote of the voting Board members in attendance.

Treasurer's Report

The Treasurer's Report was reviewed. Balances as of 1/20/2026 were:

Checking account	\$ 96,807.74
Debit Card account	\$ 1,137.79
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:

MCIT	Insurance renewal	\$ 1,693.00
Roseau Co. SWCD	Engineering/Contracted Services	\$ 713.66
Peterson Company LTD	Audit	\$ 140.00
Keith Landin	Manager Compensation	\$ 430.00
Jeff O'Donnell	Manager Compensation	\$ 125.00
Joe Olafson	Manager Compensation	\$ 322.50
Brian Schaible	Manager Compensation	\$ 125.00
Bill Thompson	Manager Compensation	\$ 125.00

Vicki Dalager	Contract Admin/Expenses	\$ 1,169.67
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: As of 1/20, the WWD Streambank Protection grant fund balances as provided by LOW SWCD were 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

O'Donnell moved and Olafson seconded the approval for payment of bills. Motion carried unanimously by the voting Board members in attendance. Approval of the treasurer's report was made on a motion by Landin, second by Olafson. Motion carried unanimously by the voting Board members in attendance.

Visitor(s)/Public Comment

Rachel Miller from MN DOT joined the meeting to discuss a plan to address an area with a history of flooding along the highway around Swift as part of the planned construction in 2028. The current structure does not have enough capacity to accommodate storm water. The preferred plan balances cost, right of way, and all the agencies involved. The plan involves a regrade of the ditch on the south side of the highway. Water would flow to the west and culverts would be added and/or enlarged, including under the railroad. The new culverts are designed for a 50-year rain event, which means the road centerline would not be overtopped. The railroad and township roads have different standards; however, the proposed design would be compliant with all requirements. Daryl Dahl from the Roseau Highway Department stated that the County thinks this is a good plan. There is adequate culvert sizing to the north considering there is sufficient fall in the grade for that ditch. There will be no changes near Highway 12 except replacing existing infrastructure. WWD supports this plan.

Daryle Dahl updated the board on upcoming county projects and discussed drainage impacts. He will share this information with Tony Nordby of Houston Engineering.

Old Business

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

Thompson reported that there was a JPB meeting on January 14 which included elections, regular business, cooperative agreements, and changes to the SWCD agreement. Roseau County Commissioner Glenda Phillipe proposed an increase to the landowner cost-share proportion from 5 percent to 25 percent for streambank stabilization projects. The WWD managers believe that 25 percent is too high and that the percentage should be consistent across all Lake of the Woods JPB entities.

Thompson and Olafson reported that the LOW Comprehensive Watershed Management Plan is becoming more condensed. It is expected that the goals will be finalized at the February meeting.

There will be a meeting of the IC on January 29.

Streambank stabilization projects

Funding has been secured for the Peterson, Hallan, and Lindner sites.

Peterson site: On hold until summer construction.

Cedarbend Township 570th Avenue: Engineering work continues to be held off because it hasn't been funded.

Lindner/Hallan sites: Nordby prepared a contractor quote packet for review by the Board.

He suggests getting them out to contractors within a week. The quotes will be reviewed at the February WWD Board meeting so the contractor can get the project on their schedule for early in the construction season. Landin moved to direct Houston Engineering to get quotes for the Hallan/Lindner projects. Olafson seconded the motion which carried unanimously by the voting Board members in attendance.

LOW County Peatland Restoration

Olafson reported that Torin McCormack of HDR Engineering has been working on how to access the sites by building ice roads on the spoils. There is concern about long-nosed bats that hibernate there, so care must be taken to avoid destroying their habitat. The LOW commissioners are having second thoughts about ditch abandonment. One site will be in the WWD area.

Beaver dams update

None.

Permits

None.

Advisory Committee

Olafson reported that the WWD Advisory Committee met December 30 and reviewed the past year's activities and upcoming projects. They were fully onboard with all projects.

Admin support

Vicki Dalager briefed the Board about out-of-the-ordinary administrative tasks she handled over the previous month. She reported that Janine Lovold has been working on creating a new website for WWD to be compliant with accessibility laws. This will be an ongoing work in progress.

New Business

None.

Round Table

None.

Next Meeting

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

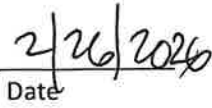
Adjournment

The meeting was adjourned at 11:27 a.m. with a motion by Olafson, second by O'Donnell, and unanimous vote of the voting Board members in attendance.

Respectfully submitted,
Brian Schaible, WWD Secretary

A handwritten signature in cursive script that reads "Brian Schaible". The signature is written in black ink and is positioned above a horizontal line.

Watershed Secretary

A handwritten date "2/26/2026" in cursive script, written in black ink. The date is positioned above a horizontal line.

Date