

**Minutes of the Annual Meeting of the Board of Managers  
of the Two Rivers Watershed District  
Held: Thursday, January 2<sup>nd</sup>, 2014 @ 9:00 a.m.**

The Board of Managers of the Two Rivers Watershed District held their Annual Meeting on January 2<sup>nd</sup>, 2014 beginning at 9:00 a.m. at the District office located in the Kittson County Courthouse in Hallock, Minnesota.

Managers present included President Roger Anderson, Secretary Jon Vold, Jim Kukowski, Darrel Johnson, Allen Brazier, and Daryl Kelgstad. Vice President Paul Olsonawski was absent.

Others present at the meeting included Administrator Dan Money and Technician Matt Thompson.

The meeting was called to order by President Anderson and then turned over to Dan Money for the election of the position of President.

Anderson was nominated for president upon a **motion** by Vold, **second** by Johnson and **unanimous** vote. Kukowski **motioned** that nominations cease and a unanimous ballot be cast for Anderson. The motion was **seconded** by Brazier, and **carried unanimously**. Money then turned the meeting back over to Anderson.

The position of Vice President was considered. Manager Kukowski was nominated upon a **motion** by Johnson, **second** by Brazier, and **unanimous** vote. Brazier then **motioned** that nominations cease and a unanimous ballot be cast for Kukowski. The motion was **seconded** by Johnson and **carried**.

The position of Secretary was considered. Vold was nominated for this position upon a **motion** by Kukowski, **second** by Brazier, and **unanimous** vote. Johnson **motioned** nominations cease and a unanimous ballot be cast for Vold. The motion was **seconded** by Brazier and **carried**.

The position of Treasurer was considered. Johnson was nominated upon a **motion** by Kukowski, **second** by Klegstad, and **unanimous** vote. Kukowski **motioned** that nominations cease and a unanimous ballot be cast for Johnson. The motion was **seconded** by Klegstad and **carried**.

Upon a **motion** by Kukowski, **second** by Johnson, and **unanimous** vote, the following appointments and designations were made to the Citizen's Advisory Committee and the Technical Advisory Committee:

CITIZEN'S ADVISORY COMMITTEE

<u>NAME</u>	<u>CITY</u>	<u>REPRESENTING</u>
Keith Cummins	Karlstad	Rural Citizen
Luke Novacek	Greenbush	Polonia Township
Sue Dufalt	Karlstad	City of Karlstad
Jim Pederson	Karlstad	Springbrook Township
Don Craigmile	Hallock	Rural Citizen
Bob Boychuk	Hallock	Rural Citizen
Rick Sikorski	Lancaster	Rural Citizen
Mike Jensen	Drayton ND	Teien Township

Vern Langaas  
 Leon Olson  
 Mark Foldesi  
 Todd Truedson  
 Mike Docken  
 Terry Osowski  
 Heather Peterson  
 Brach Svoboda  
 Harold Moose  
 John Gaukerud  
 Ed Walsh  
 Ron Jacobson  
 Shayne Isane  
 Mayor  
 Mayor

Karlstad  
 Lancaster  
 Greenbush  
 Kennedy  
 Hallock  
 Hallock  
 Hallock  
 Badger  
 Donaldson  
 Badger  
 Badger  
 Greenbush  
 Badger  
 Badger  
 Greenbush

Rural Citizen  
 Kittson Co. Commission  
 Roseau Co. Commission  
 Mayor - City of Kennedy  
 City of Hallock  
 South Red River Township  
 Kittson SWCD  
 Rural Citizen  
 Svea Township  
 Rural Citizen  
 Rural Citizen  
 Rural Citizen  
 Rural Citizen  
 City of Badger  
 City of Greenbush

TECHNICAL ADVISORY COMMITTEE

<u>NAME</u>	<u>CITY</u>	<u>REPRESENTING</u>
Kelly Bengtson	Hallock	Kittson Co. Hwy Dept.
Brian Kettring	Roseau	Roseau Co. Hwy Dept.
Darren Carlson	Hallock	Kittson SWCD
Russ Reisz	Karlstad	Nature Conservancy
Laurie Fairchild	Middle River	USFWS
Jim Schwab	Hallock	NRCS
Cary Hernandez	Detroit Lakes	MPCA
Matt Fischer	Bemidji	BWSR
Dennis Topp	Baudette	DNR-Fisheries
Joel Huener	Middle River	DNR-Wildlife
Stephanie Klamm	Thief River Falls	DNR-Waters
Blake Carlson	Crookston	J.O.R. Engineering
Janine Lovold	Roseau	Roseau SWCD
Danni Halvorson	Viking	International Water Institute
Barb O'Hara	Hallock	Kittson Emergency Management

*Consultants:*

Upon a **motion** by Brazier, **second** by Vold, and a **unanimous vote**, the following consulting arrangements were approved.

- The Board of Managers decided that engineering consultants will be utilized on a case by case basis at the discretion of the Board. Therefore, the Board of Managers did not designate any one firm / engineer for this service.
- Law firm of Brink, Sobolik, Severson, Malm & Albrecht, P.A. located in Hallock MN was designated to perform legal services.
- Accounting firm of Drees, Risky, & Vallager, Ltd., located in Crookston, MN, was designated as auditor, as previously agreed on a three year contract for the 2013 – 2015 audits.
- The accounting firm of Dahl, Hatton, Muir, & Reese, Ltd., located in Hallock, MN was designated to perform payroll accounting services.

Upon a **motion** by Kukowski, **second** by Vold, and a **unanimous vote**, designations for the depositories, executive boards, salary committee, drainage inspector, data practices compliance manager, meeting dates, and Red River Watershed Management Board were made as follows.

*Depositories:* United Valley Bank of Hallock-Lancaster, American Federal Bank of Hallock, Koda Bank of Kennedy, Citizen's State Bank of Badger, Prime Security State Bank of Lancaster and Karlstad, and Border State Bank of Greenbush and Badger.

*Executive Boards:*

- **East Board** will be managers Kukowski, Brazier, Klegstad, and Olsonawski.
- **West Board** will be managers Anderson, Klegstad, Johnson and Vold.
- The District Administrator was directed to notify all Managers of any executive board meetings.

*Personnel Committee:* The Board appointed managers Vold, Brazier, and Olsonawski to negotiate future employee policies, wages and benefits.

*Drainage Inspector:* The District Administrator was appointed the drainage inspector for all District ditches.

*Data Practices Compliance Manager:* The District Administrator was appointed the data practices compliance manager.

*Meeting Dates:* The regular meeting dates for the Board of Managers were set for the year 2014 to be on the first Wednesday of each month in the Watershed District office located in the Kittson County Courthouse in Hallock, Minnesota. All meetings will begin at 8:00 a.m. A notice of each meeting shall be published once per year in the newspapers at Roseau, Greenbush, Karlstad, Hallock and Stephen.

*Red River Watershed Management Board designee:* Manager Roger Anderson was appointed to the Red River Watershed Management Board with District Administrator Dan Money to be the alternate.

*NRCS – MN State Technical Committee:* District Administrator Dan Money was appointed to the Natural Resources Conservation Service – Minnesota State Technical Committee, and Manager Jim Kukowski was appointed as the alternate.

*Manager's Salary:* Salaries for Board members attendance at regular meetings for 2014 were set at the maximum according to statute (currently \$75/day). The hourly rate for manager's time spent viewing projects and other items was set at \$50/ hour not to exceed \$75 / day. The mileage reimbursement was set at the current IRS rate which changes from time to time (currently 56.5 cents/mile).

The Red River Watershed Management Board's policy pertaining to per diems according to miles driven to meetings was adopted, as follows:

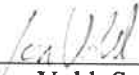
1) For travel by a Board member for a regular meeting, special meeting, or committee meeting exceeding 100 miles and up to 200 miles shall be entitled to claim one per diem for travel in addition to the per diem for the meeting, and

2) for travel by a Board member for a regular meeting, special meeting, or committee meeting where Board members travel greater than 200 miles each way shall be entitled to a per diem each for the day prior and the day after a meeting, in addition to the per diem for the meeting.

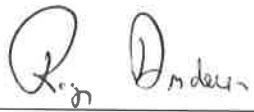
The Annual Budget for 2014 was previously adopted and approved by the Board of Managers following a public hearing in September of 20123 and is contained and set forth in the minutes of the Watershed District.

The District Administrator was directed to prepare, file, and distribute the Annual Report for 2013 as required by Minnesota Statutes.

With no further business to come before the Board of Managers, the annual meeting was closed at 9:40 a.m. upon a **motion** by Brazier, a **second** by Klegstad, and a **unanimous vote**.

  
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Jon Vold, Secretary

Attest:

  
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Roger Anderson, President