

**Minutes of the Annual Meeting of the Board of Managers  
of the Two Rivers Watershed District  
Held: Thursday, January 6, 2022 @ 8:00 a.m.**

The Board of Managers of the Two Rivers Watershed District held their Annual Meeting on January 6<sup>th</sup>, 2022 beginning at 8:00 a.m. at the District office located in the Kittson County Courthouse in Hallock, Minnesota.

Managers present included Rick Sikorski, Roger Anderson, Daryl Klegstad, Bruce Anderson, Scott Klein, and Gerald Olsonawski. Manager Paul Johnson was absent.

Others present at the meeting included District Administrator Dan Money, Head Technician Tyler Coffield and Attorney Jeff Hane.

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

Money called for nominations for the position of President. Rick Sikorski was nominated upon a **motion** by R. Anderson, **second** by Klein and **unanimous vote**. No further nominations were made. A **motion** was then made by Manager Klein that nominations cease and a unanimous ballot be cast for Sikorski. The motion was **seconded** by Manager B. Anderson and **carried** unanimously. The meeting was then turned over by Money to President Sikorski.

Sikorski opened discussion for nominations for Vice President, Secretary, and Treasurer. Manager R. Anderson made a **motion** nominating R. Anderson for Vice President, Klegstad for Secretary, and Olsonawski for Treasurer, which was **seconded** by B. Anderson and **unanimously approved**. A **motion** was made by Klein that nominations cease and that a unanimous ballot be cast for all three offices. The motion was **seconded** by Sikorski and **carried** unanimously.

Upon a **motion** by Klein, **second** by Olsonawski, and **unanimous vote**, the following appointments to the Citizen's Advisory Committee and Technical Advisory Committee were made for 2022 as listed below. District Administrator Money will contact all appointees to verify their willingness to serve on the committee.

CITIZEN'S ADVISORY COMMITTEE

<u>NAME</u>	<u>CITY/Township</u>	<u>REPRESENTING</u>
Keith Cummins	Deerwood Twp	Rural Citizen
Luke Novacek	Polonia Twp	Polonia Township
Don Craigmile	Thompson Twp	Rural Citizen
Virgil Gryskiewicz	Polonia Twp	Rural Citizen
Vern Langaas	Dewey Twp	Rural Citizen
Leon Olson	Caribou Twp	Kittson Co. Commission
Daryl Wicklund	Moose Twp	Roseau Co. Commission
Earl Mattson	Kennedy	Mayor - City of Kennedy
Dave Treumer	Hallock	Mayor - City of Hallock
Andy Muir	Thompson	Kittson SWCD
Brach Svoboda	Skagen Twp	Rural Citizen
Kurt Kraulik	Svea Twp	Svea Township

John Gaukerud	Stokes Twp	Roseau SWCD
Ed Walsh	Stokes Twp	Rural Citizen
Murray Jacobson	Dewey Twp	Rural Citizen
Shayne Isane	Nereson Twp	Rural Citizen
Jim Rinde	Badger	Mayor - City of Badger
Eric Etherington	Greenbush	City of Greenbush
Roger Green	Polonia Twp	Friends of Lake Bronson State Park
Justin Osowski	Red River Twp	Rural Citizen
Justin Dagen	Springbrook Twp	Rural Citizen
Kurt Aakre	Springbrook Twp	Rural Citizen
Jon Vold	Granville & Clow Twp	Rural Citizen
Corey Younggren	Hallock & Hill Twp	Rural
Jason Sobolik	Teien Twp	Rural
Brett Dahl		Rural
Mike Ratzlaff	Norway Twp	Ag Producer
Joel Muir	Thompson Twp	Rural
Matt Thompson	Karlstad	Citizen/Urban
Rodney Sikorski	Juneberry Twp	Rural
Jaime Sikorski	Juneberry Twp	Rural

#### TECHNICAL ADVISORY COMMITTEE

<u>NAME</u>	<u>Geographic Area</u>	<u>REPRESENTING</u>
Andrea Weleski	Kittson County	Kittson Co. Hwy Dept.
Stephen Slick	Roseau County	Roseau Co. Hwy Dept.
Jamie Osowski	Kittson County	Kittson SWCD
Jonathon Erckes	NW MN	Nature Conservancy
Jim Schwab	Kittson County	NRCS
Danielle Kvasager	NW MN	MPCA
Matt Fischer	NW MN	BWSR
Matthew Skoog	NW MN	DNR-Fisheries
Kyle Arola	Nereson WMA	DNR-Wildlife
Stephanie Klamm	NW MN	DNR-Waters
Lane Nordin	Kittson County	Kittson Co. Zoning
Janine Lovold	Roseau County	Roseau SWCD
Danni Halvorson	NW MN	International Water Institute
Scot Olson	Kittson County	Kittson Emergency Management
Nate Dalager	Red River Valley	HDR Engineering
OR		
Blake Carlson	Red River Valley	Widseth

#### *Consultants:*

Upon a **motion** by R. Anderson, **second** by B. Anderson, and **unanimous vote**, the following consultants were designated for 2022. 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 Lawyers located in Hallock MN was designated to perform legal services.
- Accounting firm of Brady Martz, located in Crookston, MN, was designated as auditor.

- The accounting firm of Dahl, Hatton, Muir, & Reese, Ltd., located in Hallock, MN was designated to perform payroll accounting services.

*Executive Boards:* A **motion** was made by Olsonawski, **seconded** by Klegstad, and **carried** to appoint the following to the executive boards.

- **East Board** will be managers B. Anderson, Sikorski, Klegstad, and Johnson.
- **West Board** will be managers R. Anderson, Klegstad, S. Klein and Olsonawski.
- The District Administrator was directed to notify all Managers of any executive board meetings. These meetings are initiated on rare occasions if there is an emergency, imminent danger to the public, or other circumstances where a timely decision needs to be made.

Designations for the depositories, personnel committee, impoundment committee, drainage inspector, data practices compliance manager, meeting dates, Red River Watershed Management Board, and NRCS MN State Technical Committee were made as follows upon a **motion** by B. Anderson, **second** by Klegstad, and **unanimous vote** of the Board.

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

*Personnel Committee:* Managers Klegstad, Olsonawski, and Sikorski were appointed to negotiate future employee policies, salaries and benefits and make recommendations to the full Board of Managers.

*Impoundment Committee:* Managers B. Anderson, Klegstad, and Sikorski were appointed to attend Project Work Team meetings, discuss impoundment designs, plans, and specifications as needed, and make recommendations to the full Board of Managers.

*Drainage Inspector:* The District Administrator was appointed as 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 2022 to be on the first Thursday of each month in the Watershed District office located in the Kittson County Courthouse in Hallock, Minnesota except that the regular meetings will be held on March 10<sup>th</sup> and June 9<sup>th</sup> for those months. 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. Meeting changes and Special meetings will be advertised as required by MN Statute.

*Red River Watershed Management Board designee:* Manager Roger Anderson was appointed as the representative 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 Head Technician Tyler Coffield was appointed as the alternate.

*Manager's Salary:* Salaries for Board members attendance at regular meetings for 2022 were set at the maximum according to statute (currently \$125/day). The hourly rate for manager's time spent viewing

projects, permits and other items was set at \$50/ hour not to exceed \$125 / day. The mileage reimbursement was set at the current IRS rate (0.585 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 2022 was previously adopted and approved by the Board of Managers following a public hearing in September of 2021 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 2021 as required by Minnesota Statutes.

Charges for survey services in 2022 were set as follows upon a **motion** by R. Anderson, **second** by Olsonawski and **unanimous vote**: \$100 per hour for the first 2 hours and \$50 per hour for every hour in excess of 2 hours. These will be charged to individuals requesting surveys for ditch, dike, topographical and other projects.

The *Rules of the Two Rivers Watershed District* were reviewed. Under 'Exhibit A' of the *Rules*, the Board is required to annually review certain policies and the fee schedule. Upon a **motion** by Klein, **second** by Klegstad and **unanimous vote**, no changes were made to the Rules and they will stay the same as they were in 2021.

With no further business to come before the Board of Managers, the annual meeting was closed at 8:45 a.m.

  
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Daryl Klegstad, Secretary

Attest:

  
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Rick Sikorski, President