

**Minutes of the Regular Meeting of the Board of Managers  
Of the Two Rivers Watershed District  
Held: Thursday, February 29, 2024 @ 8:00 a.m.**

The Board of Managers of the Two Rivers Watershed District held their regular meeting beginning at 8:00 a.m. on Thursday, February 29, 2024. The meeting was held in the District office in the Kittson County Courthouse, 410 S. 5<sup>th</sup> Street, Hallock, MN.

Managers present included President Rick Sikorski, Vice President Roger Anderson, Secretary Daryl Klegstad, Bruce Anderson, Scott Klein and Mark Langehaug. Treasurer Gerald Olsonawski was absent.

Others present included District Administrator Dan Money, District Technician Tyler Coffield, Attorney Jeff Hane (Brink Lawyers), Engineer Erik Jones (HEI Engineering), and Roseau County Engineer Erica Halstensgard.

The meeting was called to order by President Sikorski. Sikorski then called for any additions or corrections to the proposed meeting agenda, and the agenda and meeting minutes from 2/1/24 were then approved upon a **motion** by Langehaug, **second** by Klegstad and **unanimous vote** of the Managers.

**Treasurer's Report:**

Money presented the treasurer's report including the fund balances, accounts listing, and deposit detail. It was noted that checks written for the month include check numbers 10078 through 10098 and electronic funds transfers to PERA, MN Dept. of Revenue, Electronic Federal Tax Payment System, and MN State Retirement System as reported and contained within the report.

Discussion was held regarding various watershed district accounts and varying interest rates. The Administrator was directed to confer with area banks regarding the best interest rates available for money market savings accounts.

The treasurer's report was then approved upon a **motion** by Langehaug, a **second** by B. Anderson, and a **unanimous vote** by the Board.

**Administrator's Report:**

District Administrator Money gave a report on the following and distributed a handout:

**Administrative Assistant Position:** One job application has been received and the Personnel Committee did an interview. Money has checked references and Klegstad led a discussion of the candidate. The Board discussed the position and other factors including the pending courthouse remodel which will require the District to vacate the office for at least 1 month. It was noted that this may not be the right time to hire on and train a new employee. The Board decided not to hire at this time and put the process on hold indefinitely.

### Program Report:

*Land Rent:* Money reported that advertisements for bids were posted for renting available District pastureland in sections 27 and 35, Klondike Township, Kittson County. No bids were received by the deadline. The Board discussed the situation and upon a **motion** by Langehaug, **second** by Klegstad and **unanimous vote** decided to offer the land to the former renter, Kris Folland at \$10 per acre for up to 3 years, as this was a proposal from him earlier in the year. Money will contact Folland regarding the offer.

*Citizen's Advisory Committee:* Discussion was held regarding holding an annual committee meeting. Ideas to facilitate greater participation included time of day, venue, and other items. A tour of TRWD projects was discussed. The board felt that a tour of projects would be good for the Board of Managers, but difficult for a larger group like the CAC. No decisions were made but consideration for a midsummer board tour and a November or December CAC meeting will be discussed at a later meeting.

### *Upcoming Meetings / Conferences:*

- *MN Watersheds:* The annual legislative meetings and day at the Capitol will be held on March 5, 6, & 7. All Board Managers are encouraged to attend as the District is requesting over \$16 million funding for the Klondike Clean Water Retention Project. The RRWMB is requesting a total of \$57 million to fund seven projects within the basin. The Board authorized Money to attend this event.
- *FDRWG / RRWMB:* This annual joint conference will be held on March 19 and 20 and will be in Moorhead MN. This will focus on the Mediation agreement and project work teams, and all Managers are encouraged to attend. Money was also authorized to attend this conference.
- *Juneberry Project Work Team:* The project team will meet on March 14<sup>th</sup> in Roseau with the primary focus being on hydrologic modelling to determine effects of the various proposed projects. HDR and HEI will present the model and various scenarios.
- *Lake Bronson Sediment Project Team -* This project team continues to meet every other week to discuss and develop alternatives for the removal of sediment that is steadily deposited in Lake Bronson. The PT is working on a purpose and need, scope of work, identification of alternatives, permits needed, and other project items. Sediment sampling is being proposed and the funding provided by the District may be used to do this work. In addition, \$5,000 has been dedicated by the Flood Damage Reduction Work Group.

*FEMA* – The District was denied their request of \$195,500 for damages sustained to JD 10 Br B, North Branch SD 84, and North Branch JD 31 during the 2023 flood. An appeal will be formally submitted, and further information will be provided when it becomes available.

*Kittson County Courthouse* – An update was given on the work proposed for the Kittson County Courthouse, which will include new HVAC, lighting, door locks, ceiling tiles, fire alarm upgrades, windows and other work. It is not known yet when or for how long we will need to move out of our offices. It appears this will be for a 4-6 week time period over the summer. We have not been told what, if any, temporary office space will be provided. More info will be provided as it becomes available.

## Project Report:

### *Klondike Clean Water Retention Prj. #11:*

- Right of Way – Regarding the three property owners who have not yet indicated whether they will or will not sell right of way to the TRWD, Attorney Hane will be contacting each of them to discuss the appraisals that were done and make an offer to them. Meetings will be set up with each.
- Land Exchange – It was noted that part of the process is the TRWD must provide title insurance for the parcels to be exchanged. Attorney Hane and Administrator Money are working on this and Hane has contacted a title company to order this.
- Permitting - Wetland permitting needs continue. It was noted that although the state wetland conservation act permit has been approved, work remains regarding the US Army Corps of Engineers permit process. We are nearing the end to the current agreement with Houston Engineering to perform consulting services, and a new agreement was proposed for 2024 at a cost of \$53,500. Upon a **motion** by Klegstad, **second** by Klein, and **unanimous vote**, the agreement was approved, and Administrator Money was authorized to execute the agreement.
- Funding – The RRWMB is working to introduce legislation this year that will include full funding for the project. Ultimately it will be up to the legislature to fund this through a bonding bill for the Flood Hazard Mitigation Grant program.

### *Kittson County Ditch #13 Improvement:*

The TRWD has received a petition from landowners for the improvement of this ditch. In following statute, the TRWD appointed Houston Engineering to write and submit the required preliminary engineer's report. Erik Jones of HEI was in attendance to present this report to the Board. Discussion was held regarding the report, the proposed changes to the ditch grade and cross section, right of way needed, and a cost estimate. Upon a **motion** by Langehaug, **second** by B. Anderson, and **unanimous vote** of the Managers, the preliminary engineer's report was accepted. In following the statute, the next steps will be to send the report to the MN DNR and the MN BWSR for their review and comment. Once comments are received, the Board will set a date for a public hearing.

### *Kittson County Ditch #7 Improvement:*

The project Viewers are continuing their work and a report is expected sometime mid to late summer 2024. Engineer Blake Carlson is also updating his engineer's report as discussed when the public hearing was held on the preliminary report. If the report is completed before the April meeting Carlson could attend to provide an update.

### Projects to be done in 2024:

- Kennedy #6 repair of erosion & install 2 side water inlets – est. \$12,000
- JD 10 B slough repair – est. \$6,000
- N. Br. JD 31 slough repair – bid by Anderson Bros. \$43,668
- N. Br. SD 84 slough repair – bid by Twamley \$101,392
- Horseshoe Lake Dam Replacement – est. \$212,500 to be bid. Pending agreements to be made with MN DNR

**Permits:**

The Board acted on the following permits. The review and comments of the Permit Review Group (PRG) were carefully considered and taken into consideration. Any comments provided by members of the PRG, road authorities, or affected landowners have been recorded and filed with the permit documentation in the District office. Conditions, if any, are listed on the permit sent to the individual.

<i>App. #</i>	<i>Applicant</i>	<i>Location</i>	<i>Purpose</i>	<i>Action</i>
2023-34	North Red River	NRR 21,27,28,34	Dike Alteration	Approved
	<b>Motion</b> B. Anderson, <b>second</b> Langehaug, <b>approved</b> unanimously			
2023-56	Greg Mlodzik	Juneberry 33	Texas Crossing	Tabled
2024-02	Roseau Co Hwy Dept	Deer 7	Replace clvt on SD 91	Approved
	<b>Motion</b> Klegstad, <b>second</b> R. Anderson, <b>approved</b> unanimously			
2024-03	BNSF Railroad	Davis 18	Replace bridge	Tabled
2024-04	MN DNR - LBSP	Percy 32	Replace dam	Tabled
2024-05	Mark Melby	Dewey 33	Tile Drainage	Tabled

With no other matters to come before the Board of Managers, the meeting was adjourned.

Attest:

  
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Daryl Klegstad, Secretary

  
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Rick Sikorski, President