

**Minutes of the Annual Budget Hearing and Regular Meeting of the
Board of Managers of the Two Rivers Watershed District
Held: Thursday, September 4, 2025 @ 8:00 a.m.**

The Board of Managers of the Two Rivers Watershed District held their annual Budget Hearing followed by their regular meeting beginning at 8:00 a.m. on Thursday, September 4, 2025. The meeting was held in the upstairs meeting room of the Kittson County Courthouse, 410 S. 5th Street, Hallock, MN.

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

Others present included District Administrator Dan Money, District Technician Tyler Coffield, Attorney Jeff Hane (Brink Lawyers), Engineer Tony Nordby (HEI Engineering), and Engineer Jake Huwe (HDR Engineering) via phone.

BUDGET HEARING

The annual public hearing to consider the 2026 budget, tax levies, and ditch levies was called to order by President Sikorski at 8:00 a.m. There were no members of the public present for the hearing. The Board of Managers considered the proposed budget, which had been published in newspapers and posted prior to the meeting as required by law. After deliberation, a **motion** was made by B Anderson, **seconded** by Langehaug, and **unanimously approved** to adopt the 2026 budget at \$359,250 as shown below:

Administrative Budget	2026 Proposed Budget
Administrative	135,000
Auto Expense	3,500
Capital Outlay	60,000
Conferences & Meetings	8,000
Dues & Subscriptions	5,000
General Engineering	18,000
Information & Education	7,000
Insurance	5,750
Manager's Per Diem & Expense	15,000
Office Supplies & Miscellaneous	5,000
Payroll Expense	40,000
Postage & Delivery	1,500
Printing & Advertising	1,500
Professional & Legal	30,000
Rent	12,000
Stream Gage	3,000
Telephone	4,000
Water Quality	5,000
Totals	359,250

A **motion** was then made by Olsonawski, **seconded** by Klegstad, and **unanimously approved** to certify the 2026 general levy at \$300,000. It was noted that the Red River Watershed Management Board

(RRWMB) previously approved their 2026 levy. For the TRWD this amounts to \$951,191.00 which is split equally between the TRWD and RRWMB.

The Board of Mangers next considered ditch and project levies for the year 2026. Future maintenance activities and current fund balances were discussed. Upon a **motion** by Langehaug, **seconded** by R Anderson, and **unanimous vote**, the following ditch levies were approved, with a total ditch levy of \$78,800.

Kittson	County	Levy
	Middle Br	\$ 5,000.00
	North Br	\$ 17,000.00
	KCD 7	
	KCD 10	\$ 5,000.00
	KCD13Imp	
	KCD 21 & Diversion	
	SD 49	\$ 5,000.00
	SD 50	\$ 1,500.00
	SD 85 Imp	
	JD 3 (60%)	
	JD 10 (52%)	\$ 7,800.00
	Kennedy6	
	SB 10 PL566	\$ 5,000.00
Roseau	County	
	RCD 4 (90.6%)	\$ 22,650.00
	Soler 4	
	Dewey 5	
	Dewey 5 Imp	
Marshall	County	
	RCD 4 (9.4%)	\$ 2,350.00
	JD 3 (40%)	
	JD 10 (48%)	\$ 7,500.00
TOTALS		\$ 78,800.00

The budget hearing was closed and the regular meeting was convened at 8:50 a.m. upon a **motion** by R Anderson, **seconded** by Olsonawski, and a **unanimous vote** of the Board.

REGULAR MEETING

The regular meeting was called to order by President Sikorski. Sikorski then called for any additions or corrections to the proposed meeting agenda, which was then approved upon a **motion** by B Anderson,

seconded by R Anderson, and **unanimous vote** of the Managers. The regular meeting minutes from August 7, 2025, were reviewed and approved upon a **motion** by Olsonawski, **seconded** by R Anderson, and **unanimous vote**.

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 10538 through 10567 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.

United Valley Bank CD #101396 will mature on September 13, 2025. Administrator Money and Treasurer Olsonawski were directed to reinvest a portion of it at the best available rate and transfer a portion to savings. This will be used as necessary for upcoming construction projects.

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

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>Status</i>
2025-16	Blaire Berg	Section 10 of Greenbush	crossing SD 91	Tabled
2025-26	DJB Farms, LLP - District Technician Coffield and Engineer Nordby met with the applicant on various issues. - Attorney Hane explained the procedure since this is on a legal ditch (JD10) under our jurisdiction. A hydrology report is required. - The applicant may hire their own engineer or pay TRWD to have our engineer do the report. - TRWD should require a surety bond. - Discussion was held regarding who would do the construction work; the applicant would be responsible for maintenance of the culvert. Upon a motion by Olsonawski, seconded by Langehaug, and unanimous vote of the Board, the applicant will be required by obtain a bond of \$85,000 as per Rules of TRWD, applicant may hire their own engineer or use the TRWD's engineer and pay the cost, the applicant must obtain a hydrology report and design plans and specs, and, if the project is approved, the TRWD will hire the contractor to furnish and install the project and bill the applicant.	Sinnott 5	crossing w/ box clvrt	Tabled
2025-30	MNDOT District 2 Motion by Langehaug, seconded by Klegstad, and unanimous vote	City of Greenbush	TH 11 storm sewer	Approved
2025-31	AJ Lundeen Incomplete application; tabled until more information is provided.	Skane 22	field crossing 2/48"	Tabled

Permits Approved by Staff / Review Group:

<i>App. #</i>	<i>Applicant</i>	<i>Location</i>	<i>Purpose</i>	<i>Status</i>
2025-28a	Anderson Farms	Arveson 23	18" cmp	Approved
2025-28b	Anderson Farms	Arveson 23	18" cmp w/gate	Approved
2025-29	Kurt Moody	Nereson 21	18" cmp / crossing	Approved

Permit Appeals / After the Fact Permits / Other Issues

<i>App. #</i>	<i>Applicant</i>	<i>Location</i>	<i>Purpose</i>	<i>Status</i>
2025-19	Generations Land	East Park 12	tile drainage	Appealed
	- Permit application 2025-19 received prior approval and was issued as permit #2171, but it has been appealed. - A public hearing regarding the appeal is scheduled for September 22, 2025, at 9:30 a.m. in Kennedy, MN. - Administrator Money will post and mail a notice of the hearing as required by law.			
	Joe Wilebski	St Joseph 8	after the fact	Approved
	At the August 7, 2025, meeting of the Board of Managers an after the fact permit was approved contingent upon conditions, one being the TRWD staff determine a best fit ditch grade. In the process of determining this, and after reviewing lidar and survey derived elevations, it became apparent that three areas have been filled in which could cause backing up of water onto adjacent lands during high flows. These areas should have set overflow elevations. It was also discussed that because this is after the fact, and the construction season is short, that a deadline should be placed upon the permit. <i>Conditions:</i> - Deadline for compliance November 1, 2025 - Set three overflows at designated survey stations – see permit for details Motion by Klegstad, seconded by B Anderson, and unanimous vote – Olsonowski abstained from the vote.			

Administrator's Report:

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

Program Report:

Water Monitoring

The Minnesota Pollution Control Agency (MPCA) currently monitors stream flows at several sites within the TRWD. They recently discontinued monitoring at one site and have offered to loan their equipment to the TRWD to continue monitoring at that site. In order to loan this equipment, the TRWD will need to enter into a signed agreement with the MPCA concerning the use of the equipment. Since this is a key monitoring location, TRWD staff recommend approval of the agreement.

Upon a **motion** by R Anderson, **seconded** by Olsonawski, and **unanimous** vote, the Board approved entering into an agreement with the MPCA to use their equipment to conduct stream flow monitoring.

Courthouse Upgrades

The TRWD continues to operate out of our storeroom located at the east end of the building. Zone 2 work is still currently underway and involves our main office. The latest update is that it will be another one to two weeks before we can move back into our main office. In the meantime, work on Zone 3 has also commenced. Completion of the courthouse upgrades is projected to reach completion by the end of the year.

Hunting/Recreation Maps

The TRWD has received some inquiries regarding hunting on TRWD lands. Administrator Money distributed information and maps regarding hunting and recreational use of TRWD lands, and also will be posting them on the TRWD website.

Lake Bronson Zebra Mussels:

Several local and state agencies have discussed and are exploring the possibility of treating the remaining surface water in Lake Bronson to kill the zebra mussel population. Discussion was held regarding information received from the DNR, and the Board recommends collaborating with local and state partners to develop and implement a monitoring and control plan.

Project Report:

Klondike Clean Water Retention Prj. #11:

- Engineering Report
 - Engineer Huwe provided his report. He has been preparing hydrology and hydraulic information to be submitted for the DNR dam safety permit. He has also been working to provide information for a Step 3 funding application.
- Right of Way
 - Regarding the pending land exchange, the DNR has completed the appraisals and has submitted them to the TRWD for review and approval. If the TRWD accepts the appraisals, the next steps will be the DNR to hold a public hearing, then bring it before the land exchange board, and, if accepted, to complete the associated title work and recording. Upon a **motion** by R Anderson, **seconded** by B Anderson, and **unanimous** vote, the Board approved accepting the appraisals and directed Administrator Money to attend the public hearing and DNR Land Exchange Board Meeting if feasible.
 - Attorney Hane reported that he has been in discussions with a landowner's attorney regarding the access road to sections 27 and 35 of Klondike township. Hane noted there are issues with their offer and the language they propose. The matter was tabled indefinitely.
- Construction
 - Spruce Valley will be on site in about one month. Their subcontractor will start on the outlet structures in spring 2026. Construction materials are currently being ordered.
- Permitting
 - The DNR dam safety permit has been submitted. There is a 30 day comment period, followed by DNR review and decision.
 - Wetland Permit Mitigation Site:
 - Engineer Nordby stated that roughly 23.2 acres needs to be sprayed with roundup to kill vegetation this year. Coffield can spray via ATV or the Board may choose to authorize the use of drones for spraying. Coffield will get information and prices about the possibility of spraying with drones or a plane.

Upon a **motion** by B Anderson, **seconded** by Langehaug, and **unanimous** vote, the Board approved hiring a plane, drone, or helicopter for the purpose of spraying 23.2 acres for vegetation as recommended by HEI Engineering.

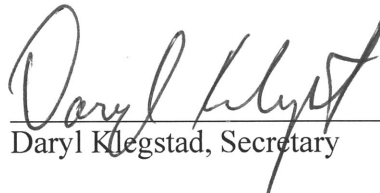
- Funding
 - Administrator Money discussed funding, phasing, grant application to the DNR and the Federal Economic Development Authority, and funding through Senator Smith and Senator Klobuchar via congressionally directed spending.
 - The TRWD will apply for step three funding with the Red River Watershed Management Board at their September 16, 2025, meeting.
 - Administrator Money will apply to Lessard-Sams Outdoor Heritage Council for an extension on the grant.
- Bin Site
 - Sikorski stated there is a party interested in the bins that would be willing to dismantle two to three bins. Hane mentioned we may want a contract or waiver of liability.
Upon a **motion** by Olsonawski, **seconded** by Langehaug, and **unanimous** vote, it was approved that interested parties may salvage bins or take abandoned implements for free if they contact the TRWD and sign an agreement/contract.

Horseshoe Lake

Landwehr Construction notified us that they still plan to begin construction on September 25, 2025, and be substantially completed in three to four weeks from the start date. TRWD staff and HDR Engineering will begin preparations for the project in mid-September.

With no other matters to come before the Board of Managers, the meeting was adjourned at 12:04 p.m.

Attest:


Daryl Klegstad, Secretary


Rick Sikorski, President