

**Minutes of the Regular Meeting of the Board of Managers  
Of the Two Rivers Watershed District  
Held: Thursday, June 5, 2025 @ 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, June 5, 2025. 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 Vice President Roger Anderson, Bruce Anderson, Scott Klein and Mark Langehaug. President Rick Sikorski, Secretary Daryl Klegstad, and Treasurer Gerald Olsonawski were absent.

Others present included District Administrator Dan Money, District Technician Tyler Coffield, District Administrative Assistant Kimberly Soberaski, Attorney Jeff Hane (Brink Lawyers), Law Clerk William Fleishman (Brink Lawyers), Engineer Jake Huwe (HDR Engineering), and Engineer Tony Nordby (HEI Engineering).

The meeting was called to order by Vice President R Anderson. R Anderson then called for any additions or corrections to the proposed meeting agenda, which was then approved upon a **motion** by Langehaug, **second** by Klein, and **unanimous vote** of the Managers. The regular meeting minutes from May 1, 2025, were reviewed and approved upon a **motion** by B Anderson, **second** by Klein 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 10443 through 10480 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.

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

The Board reviewed and discussed the 2024 audit completed by Brady Martz. D. Money discussed the audit including the administrative, construction, and ditch fund balances at the beginning and end of the year. Findings of the auditor were also discussed.

The 2024 auditor was then approved upon a **motion** by Langehaug, a **second** by Klein, and a **unanimous vote** by the Board.

**Administrator's Report:**

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

**Program Report:**

*Minnesota Watersheds:*

The Board of Managers discussed having members attend the Minnesota Watersheds 2025 Summer Tour event in Roseau, MN, June 23-24, 2025. The Board approved paying for Administrator Money and President Sikorski to attend upon a **motion** by R Anderson, **second** by Klein, and a **unanimous vote**.

*Red River Watershed Management Board:*

The Board of Managers discussed RRWMB fund balances, future funding needs, levy rates, and projects and programs. The Board ultimately thought that the current 75% of maximum levy is appropriate at this time. The RRWMB will be voting on this at their July 2025 meeting.

*Courthouse Upgrades:*

The courthouse upgrades are scheduled to begin Monday, June 23, 2025, and are to be done in different “zones”, with each zone taking approximately three weeks to complete. The TRWD is in zone one and two of six zones. The Board discussed potentially needing to hold meetings off site while the TRWD office is displaced during the courthouse upgrade.

In a separate issue, Money reported ongoing communication regarding TRWD’s request to add on to the office. Kittson County has not provided specific details nor a timeline for this.

*Farm Lease Agreements:*

**KCWRP:**

Manager Langehaug reported that he had reached out to former renter Folland regarding the removal of the rest of his fencing materials from the land he had previously leased from the TRWD. Langehaug and Technician Coffield observed that there was approximately nine miles of wire still remaining on the property. Folland stated that he would remove the wire as soon as possible. The TRWD will follow up with monitoring and take remedial action if necessary. Langehaug said he will remain in contact with Folland.

**Ross #7:**

It has come to the attention of District staff that a renter was burning District land without a permit. The fire burned out of control and the DNR and Badger Fire Department had to assist. Attorney Hane noted this is in violation of the rental agreement. After discussion, it was noted that most burning would be acceptable; however, the lease agreements should contain language clarifying the TRWD needs to be notified are required.

It was approved to update the language in future leases to include burn permits and to add an addendum to the renter’s current lease upon a **motion** by Langehaug, a **second** by B Anderson, and a **unanimous vote** by the Board. Administrator Money was directed to make the changes to the lease agreement effective immediately.

### *Employment Policy*

TRWD held a meeting with a Minnesota State Retirement System representative, and the TRWD was made aware of some wording that needs to be corrected in the TRWD Employment Policy. The policy currently states that the TRWD provides a health care savings plan (HCSP) for full-time and eligible part-time employees through the MN State Retirement System. The Board discussed either clarifying what constitutes an “eligible” part-time employee or changing the language to only include full time employees. The Board asked part-time Administrative Assistant Soberaski if she would be interested in the HCSP. She stated she would not. The Board then discussed the wording regarding the deferred compensation plan (457 plan). The current language states that TRWD will offer to provide a deferred compensation plan (457 plan) for all full-time employees. According to Minnesota Statute, the 457 plan must be offered to all employees.

It was approved to update the language in the employee manual to state that TRWD will provide a HCSP to full time employees and will offer a 457 plan to all employees upon a **motion** by B Anderson, a **second** by Langehaug, and a **unanimous vote** by the Board.

### *FEMA Appeal*

As discussed at prior meetings, TRWD appealed FEMA’s denial of a project submitted in 2023. The appeal was denied and a second appeal was made to MN Homeland Security and Emergency Management (HSEM). HSEM will prepare a support letter and submit it to FEMA with a second appeal.

### **Legal Ditch Report:**

#### *Kittson County Ditch 13 (KCD13):*

Engineer Norby stated that the Final Engineer’s Report is complete. Norby has reached out to the Minnesota Department of Transportation in Bemidji regarding state aid funding for road culverts. Discussion was held regarding options to potentially save on costs. An informational meeting will be held with benefitted property owners on July 17. The location will be determined according to the status of the courthouse upgrades project and venue availability. TRWD is waiting on the Viewer’s Report from the H2Overviewers before being able to proceed with a Final Hearing. The Viewer’s Report is not expected to be completed until October.

#### *Kittson County Ditch 7 (KCD7):*

An informational meeting is scheduled to be held June 26 at 8:00 a.m. for those with benefitted properties. The meeting will potentially be held in the Middle Room at the Kennedy VFW in Kennedy. TRWD staff will secure a location and distribute meeting notices.

#### *Roseau County Ditch 4 (RCD4):*

Right of way easements have been accepted for all but one parcel. All easements will be recorded with the Roseau County Recorder.

### *Ditch Inspection and Maintenance:*

Staff have identified 21 ditch miles to be sprayed for cattail and 19.5 miles to be sprayed for brush. The usual beaver maintenance is expected, and several ditch surveys will be completed this summer. In addition, about 20 acres of thistle needs to be sprayed at the Ross #7 project.

Upon a **motion** by Klein, **second** by Langehaug, and **unanimous vote**, the Administrator was authorized to hire Morten Helicopter to do the ditch spraying.

### **Project Report:**

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

- **Engineering**  
Engineer Huwe submitted and discussed a new engineering proposal from HDR Engineering regarding Phase 1 of construction for the KCWRP. The construction contract has been awarded to Spruce Valley. HDR will provide services for phase 1 from June 2025 to June 2027 and will provide a construction update at each TRWD Board meeting. Weekly project meetings will be held for the scheduled project duration and include, at minimum, one HDR, Watershed, and Contractor staff. HDR will perform daily inspection and overview of construction while the contractor is on site. The estimated cost for engineering services is \$287,340, and specific details are contained within the Task Order #5. The cost estimate from HDR Engineering was accepted upon a **motion** by Langehaug, **second** by B Anderson, and **unanimous vote** by the Board.
- **Right of Way**  
Legal access to TRWD owned land in Klondike section 27 was discussed. Negotiation is ongoing with the adjacent landowner to purchase right of way. Hane said the Board could look into establishing a cartway as another option, but the costs may be higher. Hane has reached out to the landowner to try to negotiate a solution but has not heard back. Hane will call again and try to set up a meeting with him.
- **DNR Land Exchange**  
Administrator Money discussed the timeline of the next steps that need to be taken regarding the land exchange with the DNR including submitting abstracts, title review by DNR, holding a public hearing, attending a Land Exchange Board meeting in St. Paul, MN, which will be either August or November 2025, and finishing deed recording.
- **Permitting**  
The Wetlands US Army Corps of Engineers permit has been approved. Huwe discussed the dam safety permit that is in progress.
- **Funding**

TRWD has received two grants from LSOCH totaling \$2.9 million. One expires June 2026, the other expires June 2027. Administrator Money will apply for an extension by November 2025 for the first grant in case it is needed. The Board discussed selling some land as a source of funding, noting that the DNR, Nature Conservancy, or private parties may be interested. The Board also hopes to receive additional funding once the Minnesota state legislative session wraps up. Administrator Money noted other options for the Board to consider, including reclassifying land and tax abatement.

### Other:

#### *Zebra Mussels:*

TRWD had a meeting with various agencies including the DNR, MPCA, and Kittson Soil and Water Conservation District to discuss the zebra mussels that were discovered in Lake Bronson. Signs will be put up along the Two River regarding the potential presence of zebra mussels. TRWD asked about the possibility of treating the lake for zebra mussels while it is drained down for the dam construction. More information will be gathered and a follow up meeting will be scheduled.

### **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>
2025-10	Nereson Township	Nereson 19 & 30	24" center line culvert w/gate	Approved
<b>Motion B Anderson, second Klein, unanimous</b> Condition – operating plan must be adhered to				
2025-11	Kelly Erickson	Svea 5	48" cmp for field crossing	Approved
<b>Motion Klein, second B Anderson, unanimous</b> Expiration date of permit extended to 12/31/26				
2025-13	Lind Township	Lind 26	18" center line culvert	Approved
<b>Motion Langehaug, second Klein, unanimous</b>				
2025-14	Shane Stewart	St. Joseph 9	Access Road	Tabled

The following permits were previously approved either by District staff or the Permit Work Group and according to guidelines within the District's Rules. They are listed here for informational purposes.

<i>App. #</i>	<i>Applicant</i>	<i>Location</i>	<i>Purpose</i>	<i>Action</i>
2025-12	Ottertail Power Co	Hazelton 25	18" center line driveway	Approved

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

Attest:

  
Daryl Klegstad, Secretary

  
Rick Sikorski, President