

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: Thursday, July 10, 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, July 10, 2025. The meeting was held in the District office in the Kittson County Courthouse, 410 S. 5th Street, Hallock, MN.

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

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

The 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 R Anderson, **second** by B Anderson and **unanimous vote** of the Managers. The regular meeting minutes from June 5, 2025, were reviewed and approved upon a **motion** by R Anderson, **second** by B 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 10477 through 10510 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 Board discussed repaying a \$275,000 loan at United Valley Bank after a \$475,000 CD reaches maturity on July 19, 2025. Upon a **motion** by Klegstad, **second** by B Anderson, and a **unanimous vote**, the Board authorized Money or Olsonawski to repay the loan using funds from the CD. The balance of the remaining CD funds will be deposited into the Money Market savings account.

The treasurer's report was then approved upon a **motion** by Klein, a **second** by Klegstad, and a **unanimous vote**.

The District policy on interest income was discussed, and the Board reaffirmed that all interest is to be deposited into the administrative fund.

Administrator's Report:

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

Program Report:

Minnesota Watersheds:

Minnesota Watersheds is holding their annual meeting on resolutions and petitions virtually on Monday, August 25, 2025. The Board discussed asking Managers Olsonawski and Langehaug to be delegates, and potentially Klegstad.

Lake Bronson Project Team:

TRWD, MPCA, DNR, Kittson SWCD, and Kittson County met to discuss zebra mussels discovered in Lake Bronson. A potential treatment option is being considered.

Courthouse Upgrades:

Zone 1 of the courthouse upgrades is currently underway, which includes the storage room of the TRWD. The main office of the TRWD is included in Zone 2 of the project. Construction on Zone 2 is projected to begin in August. During that time, the TRWD will utilize the storage room as a temporary office space. The next scheduled Board meeting on August 7, 2025, will possibly be held in an upstairs meeting room of the courthouse in the southeast corner of the building. The completion date of the courthouse upgrades has been pushed back to December 2025.

Farm Leases:

Administrator Money stated an individual was interested in leasing 13 acres of hunting land. This would be a small lease that would not generate enough income to cover staff time and legal fees to manage the lease. The Board discussed implementing a new policy setting the minimum amount for each lease at \$500 per year to account for paperwork and legal fees. The Board approved setting all future lease prices at a minimum of \$500 annually upon a **motion** by Klein, **second** by Klegstad, and **unanimous vote**.

Red River Watershed Management Board (RRWMB):

Administrator Money discussed the RRWMB's 2026 budget, which the RRWMB approved at \$7.5 million. The RRWMB approved the 2026 levy at 75% of their maximum amount, which will collect \$6.3 million.

Legal Ditch Report:

Kittson County Ditch 7 (KCD7):

- The Board of Managers tentatively set the Final Hearing date for September 22, 2025 at 8:00 a.m. Administrator Money will mail the Engineer's Report to the DNR and will also contact the Viewers to discuss some discrepancies in their report. A hearing notice will be prepared, mailed, and published according to law.
- The new engineer's estimated cost of the project is \$1.7 million. The Board discussed funding options including asking the county to bond as permissible under current drainage law.

Roseau County Ditch 4 (RCD4):

- Right of way easements have been accepted for all parcels. Two payments need to be made, and the easements need to be recorded to wrap up the project. The TRWD will now be responsible to maintain the 1-rod grass buffer.

Kittson County Ditch 13 (KCD13) Improvement:

- Houston Engineering submitted the Engineer's Report. Engineer Nordby discussed existing and proposed culverts throughout the county and township roads. One culvert is eligible for state aid funding.
- The H2Overviewers are scheduled to be completed with the Viewer's Report by October. After the Viewer's Report is received, a Final Hearing can be scheduled.
- An informational meeting regarding KCD13 improvements is scheduled to be held at 8:00 a.m. on July 17, 2025, downstairs at the Hallock City Hall.

Project Report:

Klondike Clean Water Retention Prj. #11 (KCWRP):

- Construction
 - Engineer Huwe stated that the preconstruction meeting was held, and Spruce Valley will begin construction in September. Spruce Valley is currently testing areas in search of clay borrow pits. Construction is expected to continue during the winter months.
- Right of Way
 - All permanent right of way has been acquired except the DNR land exchange. All appraisals for the DNR land exchange are completed. One change in acreage is being worked into the agreement. The next steps will be to submit abstracts, title review by DNR, hold a public hearing, and attend a Land Exchange Board meeting. The Land Exchange Board Meeting will be held in November.
- Funding
 - The KCWRP Phase 1 was successfully submitted to the Senate Appropriations Committee for consideration for federal funding, but review and approval are still pending.
 - The RRWMB has approved a total of \$14.04 million in funding, including \$5 million that was used to purchase land.
 - The Minnesota Legislature approved a bonding bill for \$9 million. The DNR will decide in September if the TRWD is awarded a Flood Hazard Mitigation Grant.
 - The Board discussed the need for sources of long-term maintenance funding. Some options include the establishment of a benefit area, outlet fees to SD 95, or the creation of a watershed management district.
- Permitting
 - Wetland specialist Aanenson reviewed tasks proposed for wetland mitigation in 2025-2026 and distributed a handout with a breakdown of the projected costs. The estimated costs are \$35,932 for 2025 and \$85,794 for 2026. The estimated costs were accepted and Houston Engineering was hired as presented upon a **motion** by B Anderson, **second** by Klegstad, and a **unanimous vote** of the Board.

- Discussion was held regarding methods to control cattails and reed canary grass. Various restoration items were also discussed.
- Discussion was held regarding the jurisdiction of the United States Army Corps of Engineers (USACE) over waters of the United States.
- Huwe is corresponding with the DNR regarding the dam safety permit. It is currently pending, but Huwe is hopeful it will be approved by August.

Horseshoe Lake

- Construction
 - Landwehr Construction plans to begin construction in August and have a substantial portion of the project completed by September.
- Funding
 - The RRWMB recently approved \$112,365 in funding. The project is fully funded between the DNR (\$230,000), FEMA (\$82,000), RRWMB, & TRWD. Huwe presented change order #1, which reduces the project cost by \$9,000 from \$421,921 to \$412,921.
The Board approved change order #1 and authorized Administrator Money to sign it upon a **motion** by Klein, **second** by Klegstad, and a **unanimous vote**.

Attorney's Report:

Attorney Hane discussed the Earned Sick and Safe Time Act and MN Paid Leave Act that recently passed. The Paid Leave Act allows up to 20 weeks of paid time off in one year for family leave. The passage of this act will necessitate a new payroll withholding. Additional information and guidance will be forthcoming from the state this fall, and the law goes into effect on January 1, 2026.

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>
2025-15	Ryan Schwenzefier	Granville 15	30" culvert	Approved
	Motion by Klein, second by Klegstad, unanimous vote of the Board			
2025-16	Blaire Berg	SD 91	crossing	Tabled
2025-18	Blake Nelson	Richardville 19	tile drainage	Referred to permit review group
2025-19	Generations Land	East Park 12	tile drainage	Referred to permit review group
2025-20	Carl Gaukerud	Stokes 3	24" culvert/driveway	Referred to permit review group
2025-21	Roseau Co. Hwy	Poplar Grove 17	36" cmp/crossing	Referred to permit review group

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>
2025-14	Shane Stewart	St. Joseph 9	Access Road	Approved
2025-17	Steve Harder	Barto 12	18" cmp ditch crossing	Approved

Other permit issues:

A ditching project and installation of a plastic 15" culvert in Joseph 8 was discussed. Coffield presented a survey, photos, and field notes. It appears the project required a permit; however, one was not obtained by the landowner. The Board discussed the matter and made findings of fact: 1) a culvert was installed without a permit 2) ditching and diking were done without a permit 3) the ditch outlet was altered or improved without a permit. Based upon these findings, the Board determined the landowner must apply for a permit and pay inspection fees of \$700. Coffield was directed to inform the landowner via U.S. mail.

With no other matters to come before the Board of Managers, the meeting was adjourned at 12:30 p.m.

Attest:


Daryl Klegstad, Secretary


Rick Sikorski, President

