

**Minutes of the Regular Meeting of the Board of Managers  
Of the Two Rivers Watershed District  
Held: Thursday, October 2, 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, October 2, 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 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), Jim Muckenhirn, Joe Wilebski, Peggy Wilebski, Larry Emery (via phone), and John Hamre.

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 Klegstad and **unanimous vote** of the Managers. The regular meeting minutes, with corrections, from September 4, 2025, the minutes from the Kittson County Ditch #7 Final Hearing held on September 22, 2025, and minutes from the Permit Appeal Hearing held on September 22, 2025, were reviewed and approved upon a **motion** by Langehaug, **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 10568 through 10597 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 B Anderson, a **second** by R Anderson, and a **unanimous vote** by the Board.

Administrator Money and Treasurer Olsonawski were directed by the Board to reinvest a CD that matures October 14, 2025, and, if necessary, split it between a new CD and the Money Market Savings Account.

**Recreational Land Lease:**

Jim Muckenhirn attended the meeting to discuss leasing District owned land for hunting. He offered \$3,000 per year (\$6.82 per acre) to rent 440 acres of land in sections 27 and 35 of Klondike Township. The Board discussed the logistics, location, price, and conditions with Muckenhirn.

Upon a **motion** by Klegstad, **second** by Olsonawski, and **unanimous vote**, the Board approved leasing Muckenhirn 406 acres in the N ½ of section 27 and NW ¼ of section 45 of Klondike Township for a three year period at \$8.00 per acre.

Administrator Money will prepare a lease agreement.

Joe Wilebski, Peggy Wilebski, and John Hamre were present to submit and discuss a letter of appeal to the conditions of the after the fact permit that was approved in August for ditch work

that Wilebski had done. Wilebski was permitted for a 3:1 side slope on the west side and condition that the TRWD would provide a best fit grade. At the September 4, 2025, board meeting, further information was reviewed and a November 1, 2025, deadline along with elevation requirements for overflows were added as conditions. Discussion was held regarding TRWD rules, permit process, and details of the permit.

Upon a **motion** by Langehaug and **second** by Klegstad, it was approved to amend the permit conditions to remove the requirement of restoring the three cuts used as overflows, but to keep the required 0.05% grade and 3:1 side slopes on the west side, and to require Wilebski to periodically maintain the ½ mile section of ditch and outlet to the approved grade and cross section of a 3ft bottom width and variable depth of 2- 3 feet. The Board upheld the approval of Wilebski's permit for a 24" culvert. Plans and specifications are on file with the permit at the TRWD office. Olsonawski abstained from the vote.

Joe and Peggy Wilebski questioned the Board regarding their rules and the TRWD Watershed Management Plan. They were informed that the TRWD is currently in the process of updating their plan. No action was taken.

Larry Emery (via phone) requested renting between 40 and 80 acres from the TRWD in section 20 of Polonia Township for hunting. The Board previously set a policy of a minimum lease price of \$500. In this instance, the Board will require the entire west ½ of the section to be rented so the rest of the land does not become landlocked. Attorney Hane explained the TRWD's policy regarding land rent. Emery declined the Board's offer and withdrew his request.

At 10:06 a.m. a **motion** was made by Langehaug, **second** by Olsonawski, and **unanimously approved** to recess the regular meeting and reconvene the Permit Appeal Hearing for permit #2171. The original hearing was held September 22, 2025, and subsequently recessed until today.

District Technician Coffield explained the permit and the issues brought forth by Robin Swanson regarding the permit. A recap was given of the Permit Appeal Hearing held September 22, 2025. The basis of the appeal was that Swanson had concerns about water backing onto his land and thought a different outlet should be used. The Board deliberated upon the facts that were brought forward and the information presented.

Upon a **motion** by Olsonawski, **second** by B Anderson, and a **unanimous vote**, the following findings of fact and order were approved:

1. The appeal is denied and the original permit stands.
2. The findings of the permit that was issued are still valid.
3. Swanson has not provided sufficient evidence supporting his appeal.
4. Downstream landowners (DNR-McKeever) are in favor of the project.
5. The proposed outlet has sufficient capacity and appears to be the best route in comparison to other suggested outlets.

At 10:15 a.m. a **motion** was made by Langehaug, **second** by Klegstad, and was **unanimously approved** to adjourn the Permit Appeal Hearing and reconvene the regular meeting.

**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> |
|---------------|------------------|-----------------|----------------|---------------|
|---------------|------------------|-----------------|----------------|---------------|

|         |             |              |                |        |
|---------|-------------|--------------|----------------|--------|
| 2025-16 | Blaire Berg | Greenbush 10 | crossing SD 91 | Tabled |
|---------|-------------|--------------|----------------|--------|

|         |                |           |                       |        |
|---------|----------------|-----------|-----------------------|--------|
| 2025-26 | DJB Farms, LLP | Sinnott 5 | Crossing w/ box clvrt | Tabled |
|---------|----------------|-----------|-----------------------|--------|

Engineer Nordby and Technician Coffield met with the applicant. The TRWD required a bond from the applicant to process the permit; however, the applicant did not want to provide a bond. The TRWD Board of Managers approved that in lieu of a bond, the applicant could write a check for the \$85,000 proposed bond which the TRWD would hold in escrow. The permit was tabled until the applicant provides either a bond or escrow payment.

|           |                  |  |                      |        |
|-----------|------------------|--|----------------------|--------|
| 2025-31AJ | Lundeen Skane 22 |  | field crossing 2/48" | Tabled |
|-----------|------------------|--|----------------------|--------|

The applicant proposed 48" culvert and crossing; however, the downstream culvert is 36", so the size needs to be kept the same. The permit was tabled so that further discussion with the applicant and data review can take place.

|         |                  |             |                    |          |
|---------|------------------|-------------|--------------------|----------|
| 2025-34 | Lowell Younggren | Thompson 25 | dry field crossing | Approved |
|---------|------------------|-------------|--------------------|----------|

**Motion** by Langehaug, **second** by Klegstad, **unanimous vote**

|         |           |          |         |        |
|---------|-----------|----------|---------|--------|
| 2025-35 | Gunnarson | Davis 12 | 36" cmp | Tabled |
|---------|-----------|----------|---------|--------|

**Permits Approved by Staff / Review Group**

| <i>App. #</i> | <i>Applicant</i> | <i>Location</i> | <i>Purpose</i> | <i>Action</i> |
|---------------|------------------|-----------------|----------------|---------------|
|---------------|------------------|-----------------|----------------|---------------|

|         |                 |        |                   |          |
|---------|-----------------|--------|-------------------|----------|
| 2025-32 | Carey Mortenson | Svea 4 | 18" cmp/ crossing | Approved |
|---------|-----------------|--------|-------------------|----------|

|         |              |              |         |          |
|---------|--------------|--------------|---------|----------|
| 2025-33 | Joe Wilebski | St. Joseph 8 | 24" cmp | Approved |
|---------|--------------|--------------|---------|----------|

**Permit Appeals / After the Fact Permits / Other Issues**

| <i>Permit #</i> | <i>Applicant</i> | <i>Location</i> | <i>Purpose</i> | <i>Action</i> |
|-----------------|------------------|-----------------|----------------|---------------|
|-----------------|------------------|-----------------|----------------|---------------|

|     |             |             |         |          |
|-----|-------------|-------------|---------|----------|
| J83 | Paul Gillie | Thompson 35 | erosion | Approved |
|-----|-------------|-------------|---------|----------|

The original permit is expired and the work was not completed. The amended permit was approved and the TRWD will provide \$4,773.35 toward a cost share agreement with the Kittson Soil and Water Conservation District and the landowner to repair damage and prevent erosion.

**Motion** by Olsonawski, **second** by B Anderson, **unanimous vote**

R Anderson left the meeting at 10:00 a.m.

### **Administrator's Report:**

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

#### **Paid Family Medical Leave:**

The new Minnesota law will go into effect on January 1, 2026.

Upon a **motion** by Olsonawski, **second** by Langehaug, and **unanimous** vote of the Board, it was approved to hire the accounting firm Dahl, Hatton, Muir, & Reese for payroll services related to the law. Administrator Money will bring a list of decisions pertaining to the law that need to be reviewed and decided at the November Board meeting.

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

The Final Hearing for the KCD7 Improvement project is set for 8:00 a.m. on November 6, 2025, in Kennedy, MN. The regular board meeting is to follow at the same location. The Board scheduled a special meeting for Friday, October 31, 2025, at 8:00 a.m. to discuss the comments that were received at the KCD7 Final Hearing and to provide input to the pending revision and update to the Watershed Management Plan as related to MN Statute 103D.401.

President Sikorski left the meeting at 11:30 a.m.

#### **Klondike Clean Water Retention Project #11 (KCWRP):**

##### *Wetland Mitigation*

Engineer Nordby presented the plans and specifications for the wetland mitigation project. The TRWD will need to hire a contractor to fill ditches, remove culverts, seed vegetation, and other items in the plan. Nordby proposed to have the work done this fall and winter.

Upon a **motion** by B Anderson, **second** by Langehaug, and **unanimous vote** of the Board, it was approved to accept the specifications as presented by Nordby and the TRWD staff to seek quotes from contractors to complete the mitigation plan.

##### *Operating Plan*

A copy of the final version of the "Klondike Clean Water Retention Project #11 Operating Plan" was distributed and discussed. The plan was written collaboratively with TRWD, HDR Engineering, the DNR, and the Minnesota Pollution Control Agency.

Upon a **motion** by Langehaug, **second** by Klegstad, and **unanimous vote**, the Board approved the final version of the operating plan as presented by Administrator Money. This will be submitted to the DNR as required by the Dam Safety Permit.

*Funding*

Upon a **motion** by Olsonawski, **second** by B Anderson, and **unanimous vote**, the Board authorized Administrator Money to apply for a Federal Economic Development Administration grant on behalf of the TRWD.

*Right of Way / Land Exchange*

The DNR has scheduled a public hearing in Bemidji, MN, at 10:00 a.m. on October 29, 2025 to discuss the proposed land exchange between the TRWD and DNR. If the land exchange is approved at the October meeting, it will then go to the Land Exchange Board, which meets in St. Paul, MN, on December 3, 2025. The Board directed Administrator Money to attend the public hearing in Bemidji.

**Staffing:**

The Board approved hiring Administrative Assistant Kimberly Soberaski as a permanent part time employee. She has completed her six month probationary period. The Personnel Committee will meet in November to discuss staff performance and salary review.

**FEMA Appeal:**

The TRWD's second appeal to FEMA from the 2023 flood damages on the North Branch Project and Judicial Ditch #10 was denied. The letter from FEMA was handed out and discussed. No further action will be taken, and the matter is considered closed.

**Red River Watershed Management Board (RRWMB):**

Administrator Money distributed a handout and gave a report about the last RRWMB meeting.

**Horseshoe Lake:**

Landwehr Construction notified the TRWD that they plan to begin construction on October 5, 2025, and be substantially completed in 3-4 weeks from the start date.

With no other matters to come before the Board of Managers, the meeting was adjourned at 12:07 p.m.

Attest:

  
\_\_\_\_\_  
Daryl Klegstad, Secretary

  
\_\_\_\_\_  
Rick Sikorski, President