Meeting Minutes of the Board of Managers
Warroad River Watershed District
WRWD Office, Warroad, MN
January 27, 2020

Call to Order

- Attendance
  President Thompson called the meeting to order at 12:00 noon. Managers who were present include Bill Thompson, Keith Landin, Joe Olafson, Jeff O'Donnell and Brian Schaible. Others who were present include Scott Johnson – Roseau SWCD, Janine Lovold – Roseau SWCD, Tony Nordby – HEI, Matt Fischer – BWSR and Brian Dwight.

- Agenda
  The agenda was approved on a motion by Landin, second by Olafson and unanimous vote of the Board.

Secretary’s Report

- December 17, 2019 Meeting Minutes
  The December 17, 2019 regular meeting minutes were reviewed. The minutes were approved on a motion by Olafson, second by Landin and unanimous vote of the Board.

- January 14, 2020 Special Meeting Minutes
  The January 14, 2020 special meeting minutes were reviewed. The minutes were approved on a motion by Olafson, second by Landin and unanimous vote of the Board.

Treasurer’s Report
The checking balance is $75,179.20 and the CD balance is $10,000 as of December 31, 2019. A check from Roseau County in the amount of $663.25 was received for partial second half levy disbursement. An invoice from Roseau County SWCD was received in the amount of $1,163.28 for administrative services. An invoice from Houston Engineering (HEI) in the amount of $6,940.90 was received for project management related to the West Branch Restoration project. An invoice from Stokoskop Trucking was received in the amount of $24,114.99 for work on the West Branch Restoration repair. Total contract amount with Stokoskop Trucking for the repair work was $24,504.10. This work is still under the grant related to the Restoration Project. Manager Landin also noted dues for MAWD membership for 2020 are $890. All invoices and dues were approved for payment on a motion by Olafson, second by O’Donnell and unanimous vote of the Board. The Treasurer’s Report was approved on a motion by Olafson, second by O’Donnell and unanimous vote of the Board.

Visitor(s)/Public Comment

- Roseau County Commissioner
  None
Old Business

- **Houston Engineering – West Branch River Restoration Project; FY 2014 Flood Recovery – DRAP Phase 3A Grant Amendment**
  Tony Nordby (Houston Engineering) reported the repair work went well. He suggested the work be monitored next spring to verify no issues arise.

- **1W1P Governance Policy/Policy Committee**
  There is an Implementation Committee meeting tomorrow (January 28, 2020).

- **Beaver Dam Removal Update**
  Nothing to report.

- **Permits**
  None.

- **Potential Warroad River Clean Water Grant Sites**
  Matt Fischer (BWSR) reported the WRWD project was not funded. He said the WRWD can apply again next year. He further indicated the work could be funded by 1W1P through a standard category of stream stabilization and retention every 2 years starting in 2022. Fischer went on to say about $13 million was available to fund these projects state wide and only about a third were funded.

- **Conservation Corps – River Clean-Up**
  Manager Landin had nothing to report on this. He has only received an e-mail indicating the application was received and in process.

- **Advisory Committee**
  Nothing to report.

New Business

- **Houston Engineering Proposal to Identify and Evaluate Warroad River Storage Projects**
  Tony Nordby referenced the earlier meeting with 1W1P on January 14, 2020. The discussion at that meeting was to place an emphasis on projects that reduce flow and sedimentation transport. Nordby reviewed HEI’s proposal to identify potential projects. If the proposal was approved, it would be brought to the 1W1P Implementation Committee. The proposal cost estimate $56,200 which would be funded by the 1W1P grant except for matching funds which could be funded by other sources. A **motion** was made by Landin, **second** by Olafson to send the proposal on to the 1W1P Implementation Committee for review. Matt Fischer advised not to enter into any agreement until the 1W1G grant is approved.

- **WRWD Strategic Planning**
  Matt Fisher reviewed meeting he had with WRWD representatives regarding strategic planning on January 9, 2020. He said he had discussed leading a study with Brian Dwight who was prepared to share a proposal for services at this meeting.
Brian Dwight presented a proposal for a Facilitation Contract. The work would be completed in five (5) phases with a deliverable at the completion of each phase. His rate would be $40/hour plus reimbursable expenses with a maximum not-to-exceed amount of $5,000 including reimbursable expenses. The Performance Review and Assistance Program (PRAP) grant, if approved, would pay 50% of the cost. Landin made a motion to proceed with the PRAP grant application which was seconded by Schaible and approved by unanimous vote of the Board. Matt Fischer indicated he will attach Dwight’s Facilitation Contract to the grant application. He was also directed to make the application amount $6,000 to account for WRWD time spend on the work. Landin moved that once the PRAP grant is approved that President Thompson be authorized to sign the Facilitation Contract with Dwight. The motion was seconded by O’Donnell and approved by unanimous vote of the Board.

**Round Table**
Manager Landin reviewed the proposed park harbor project in Warroad. There will be possibly three (3) phases. Phase 1 would include dredging/cleaning and docks. There was interest in getting Phase 1 underway soon at a cost of approximately $100,000.

**Next Meeting**
The next Regular Meeting will be held, Tuesday, February 25, 2020 at noon.

**Adjournment**
The meeting was adjourned at 1:15 pm on a motion by Olafson, second by O’Donnell and unanimous vote of the Board.

Watershed Secretary  
Date