

**Meeting Minutes of the Board of Managers
Warroad River Watershed District**

Warroad, MN
March 23, 2021

Call to Order

- **Attendance (Virtual Teams Meeting)**

President Thompson called the meeting to order at 12:00 PM. Managers who were present included Bill Thompson, Joe Olafson, Keith Landin, Jeff O'Donnell and Brian Schaible. Jenee Provance (WRWD administrative assistant), Scott Johnson – Roseau SWCD and Tony Nordby – Houston Engineering (HEI) were also present.

- **Agenda**

The agenda was approved on a **motion** by Landin, **second** by O'Donnell and unanimous vote of the Board.

Secretary's Report

- **February 23, 2021 Meeting Minutes**

The February 23, 2021 regular meeting minutes were reviewed. The minutes were approved on a **motion** by Landin, **second** by Olafson and unanimous vote of the Board.

Treasurer's Report

The checking balance is \$89,551.38 and the CD balance is \$10,000 as of February 28, 2021. Invoices were received from Houston Engineering for stream bank stabilization design and storage project in the amounts of \$7,592.00 and \$6,608.75, respectively. A request to share in printer ink costs with the landlord was received in the amount of \$176 which is part of the \$300 WRWD agreed to pay annually. All invoices were approved on a **motion** by O'Donnell, **second** by Schaible and unanimous vote of the Board. The Treasurer's report was approved on a **motion** by Schaible, **second** by O'Donnell and unanimous vote of the Board.

Visitor(s)/Public Comment

- **Roseau County Commissioner**
None

Special Report

- Manager Landin reported he met with the City of Warroad's Harbor Committee recently. There is good progress on a path to a regional park designation. The DNR is very supportive of the project. If they can secure a permit, the City may be able to dredge from the city park out to the lake this next winter.

Old Business

- **WRWD Representation at the Implementation Committee (IC) Meetings**

Manager Olafson reported the last IC Committee for about an hour. Nothing new to report. The Committee is very interested in the storage projects the WRWD is working on.

- **Houston Engineering**

1. **Evaluate potential Warroad River storage projects**

Tony Nordby said the 1W1P Advisory Committee is scheduled to meet on April 7, 2021 at 9:00am. This committee is looking for an update on the WRWD projects. Nordby said he could provide an update. He indicated they could pare down the PowerPoint presentation from the last meeting for the storage project. He will also include the Conservation Corps river clean-up and bank stabilization projects. He will put together a presentation. Nordby also said he will be seeking feedback from the DNR stakeholder group on March 25. Jeremiah Jazdzewski will be presenting at that meeting.

2. **Warroad River Clean Water Grant Sites - bank stabilization**

Nordby reported he contacted the DNR about required permits for the projects. He expects approval on these. Nordby was comfortable to send out requests for bids on the three projects including Fast, Ulwelling and Phillipe. All landowners are supportive of the projects. Nordby will send bid packages to at least three contractors. He suggested we could open bids at the next board meeting. He also suggested giving contractors ample time to complete the projects like November 1, 2021. He also stated we need to use prevailing wage scale since the project is funded with state funds. Manager Landin **moved** to bid the projects and open the bids at the next board meeting. The motion was **seconded** by Olafson and approved by unanimous vote of the Board.

- **WRWD Strategic Planning**

1. **Administrative support**

Manager Landin said he be going over responsibilities and duties with Jenee Provance today. A laptop computer was suggested for Provance instead of a desktop. President Thompson said he could get a quote from Roseau Computers for Provance.

- **1W1P -Joint Powers Board**

President Bill Thompson reported the last meeting was brief discussing primarily expenses. The next meeting will be April 7, 2021.

- **Beaver Dam Removal Update**

Nothing to report.

- **Permits**

None.

- **Conservation Corps – River Clean-Up**

Manager Landin reported the WRWD was approved for the work. He suggested we should schedule a drone flight again for the West Branch with Houston Engineering. Tony Nordby suggested it should be the same cost as last year. Manager Olafson said he could “spot” for the drone. Landin **moved** to have Houston Engineering perform a drone flight to identify clean-up sites. The motion was **seconded** by Schaible and approved by unanimous vote of the Board.

- **Advisory Committee**

Nothing to report.

New Business

- **Summer meeting schedule/format**
Manager Olafson proposed to move the regular meeting date and time to the fourth Thursday of every month at 10:30am starting on April 22.
- **Purchase computer for Administrative Assistant**
President Thompson indicated he will get a quote for a laptop computer for Jenee Provance.
- **HEI Storage Report on WRWD website**
Landin **moved** that the report be placed on the WRWD website. Olafson **seconded** the motion and was approved by unanimous vote of the Board.

Round Table

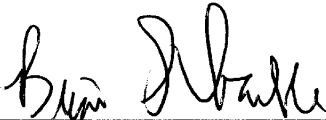
None.

Next Meeting

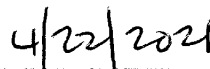
The next Regular Meeting will be held on Thursday, April 22, 2021 at 10:30am.

Adjournment

The meeting was adjourned at 12:58 pm on a **motion** by Landin, **second** by O'Donnell and unanimous vote of the Board.



Watershed Secretary



Date