

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

January 28, 2015

The Board of Managers of the WRWD held their regular meeting beginning at 9:00 am on Wednesday, January 28, 2015 at the WRWD Office in Warroad, MN.

Managers present include President Gerald Phillipe, Secretary/Administrator Rick Battles, Treasurer Keith Landin, Jeff O'Donnell and Bill Thompson. Scott Johnson, Roseau SWCD was also in attendance.

The meeting was called to order by Administrator Battles.

Additions to the Agenda

- None

Treasurer's Report: Manager Landin

- The checking account balance for December is \$ 42,346.46.
- The WRWD received a check from the County in the amount of \$ 598.27.
- Interest received from the CD is \$ 65.04.
- Signed checks are needed to pay some bills such as the telephone bill.
- A 1099 was filed for income tax.
- A report was for PERA. This is done every year.
- Received a report from the county for outstanding indebtedness. The WRWD has none to be concerned. The County Auditor will be visited to update this report.

The Treasurer's Report was accepted on a motion by O'Donnell, seconded by Thompson and passed by unanimous votes of the Board.

Secretary's Report: Manager Battles

- The November 2014 Minutes was read.

The November 2014 Minutes was approved on a motion made by Landin, seconded by Thompson and by unanimous votes of the Board.

Minnesota Association of Watershed Districts Convention:

- Manager Landin discussed his attendance at the MAWD convention. There were not a lot of new resolutions presented this year. More pressure was going to be put on the governor to fill vacant spots on SWCD appointments. Vendor booths were set up and consisted of engineers to

suppliers of chemicals, equipment and rip rap. Some watershed districts were also showcasing with new staff. Approximately 95% of the watershed districts were represented at the convention. Jerome Deal was elected as a representative for our Area. Funding is still a challenge. Some Clean Water monies are still available for certain projects. Some Watershed Districts were presenting on what they were doing to solve problems that dealt with anything from bank erosion to mall parking lot runoff.

2012 Accelerated Implementation Grant

Scott Johnson, Roseau SWCD:

- Johnson asked that if the WRWD consider sending him to WD training and policy meetings as the Roseau SWCD is the administrator for the WRWD. The Board of Managers said that that would work and that Johnson should notify the Board when these activities come up as they often don't find out about these meetings.
- The Financial Budget Report was discussed. All Clean Water monies have been expended. Some in-kind monies (County, NW Foundation, WD, and City of Warroad) are still available and are designated to go towards a public meeting and related expenses such as notices, pamphlets and printed information. An eLINK report was completed by the Roseau SWCD and it is available on the WRWD website as per State requirements.
- A NW Foundation Report is due in March. The WRWD needs to establish the public meeting date for that report. The WRWD asked that Johnson confer with Jeff Langan for the Public Meeting.

Aquatic Invasive Species

- Manager Battles discuss that Roseau County has funds that may be available. Manager Battles and Landin thought a good use for the funding would be a boat washing facility or even a hydrant that people could access. Manager Battles has been in contact with Phil Talmage (Fisheries in Baudette) Nicole Colvar, Phil Hunsicker (DNR) and Mike Hirst (LOW SWCD) about the funding and boat wash facility. Hirst suggested that it would be better to work together and combine funding for a better and wider use of funds for Lake of the Woods. Funding to Minnesota Counties first had to go through a Resolution process that had been passed by the County Board of Commissioners. A Work Plan then needed to be submitted. Roseau County received \$14,000 in 2014 and will be getting about \$38,000 in 2015.
- The Managers came up with five access sites in Roseau County being Swift Ditch, City of Warroad at the Point, south DNR access, Warroad Estates and Springsteel. Another one in the future would be the Casino, but that would be under tribal control.
- Johnson, Roseau SWCD, provided the Managers information about the Aquatic Invasives Summit Meeting that was in St. Cloud. Many SWCDs were requested by their Counties to be the lead agency for these monies. Many were using the money for education, hiring people to man access sites, monitoring and wash sites.
- The WRWD intends on requesting funds from Roseau County to be pro-active in protecting Lake of the Woods waters.

Professional Judgement Group

- Manager Battles discussed the PJG that he attended in Baudette put on by the MPCA regarding the Lake of the Woods watershed assessment findings. Battles provided the Managers a site map handout of the monitoring sites and discussed the findings. The West Branch was found to have high E. coli counts. The East Branch was noted to have microbial index of biological integrity (MIBI). IBIs look the net biological community structure and not just chemical analysis. IBIs observe the presence or absence of indicator species that help provide evidence for impaired or recovered waters. Other surface waters besides the Warroad River were also analyzed by the MPCA and found to have various issues. If/when these waters are put on the impaired waters list, more funding opportunities will be available to improve water quality.

Norris Camp

- An update letter from Norris Camp was available for the Board of Managers to read.

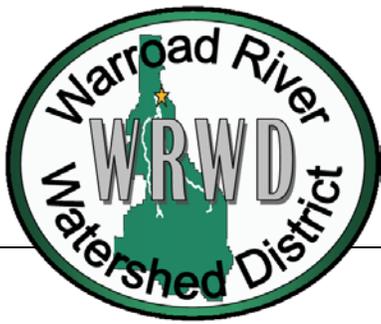
LUP Meeting

- The next LUP Meeting will be held February 24th at the Warroad Forestry Office from 4 pm to 8 pm.

Next Meeting

The next meeting will be held February 25, 2015 at 9:00 am.

With no other matters to come before the Board of Managers, the meeting was adjourned at 9:56 am on a **motion** by Landin, **second** by Battles and by unanimous votes of the Board.



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

April 21, 2015

The Board of Managers of the WRWD held their regular meeting beginning at 9:00 am on Wednesday, April 21, 2015 at the WRWD Office in Warroad, MN.

Managers present include President Gerald Phillipe, Secretary/Administrator Rick Battles, Treasurer Keith Landin, Jeff O'Donnell and Bill Thompson. Scott Johnson, Roseau SWCD was also in attendance.

The meeting was called to order by Administrator Battles.

Additions to the Agenda

- None

Treasurer's Report: Manager Landin

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The Treasurer's Report was accepted on a motion by O'Donnell, seconded by Thompson and passed by unanimous votes of the Board.

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The November 2014 Minutes was approved on a motion made by Landin, seconded by Thompson and by unanimous votes of the Board.

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suppliers of chemicals, equipment and rip rap. Some watershed districts were also showcasing with new staff. Approximately 95% of the watershed districts were represented at the convention. Jerome Deal was elected as a representative for our Area. Funding is still a challenge. Some Clean Water monies are still available for certain projects. Some Watershed Districts were presenting on what they were doing to solve problems that dealt with anything from bank erosion to mall parking lot runoff.

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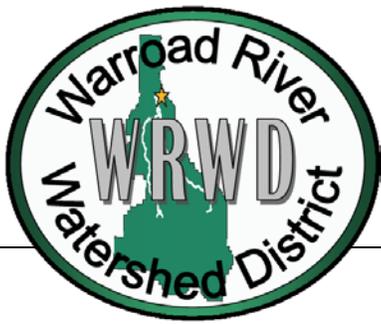
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**Regular Meeting Minutes of the Board of Managers
Warroad River Watershed District**

June 24, 2015

The Board of Managers of the WRWD held their regular meeting beginning at 9:00 am on Wednesday, June 24, 2015 at the WRWD Office in Warroad, MN.

Managers present include President Gerald Phillipe, Secretary/Administrator Rick Battles, Treasurer Keith Landin and Bill Thompson. Scott Johnson, Roseau SWCD and Glenda Phillipe, County Commissioner, were also in attendance.

Additions to the Agenda

- Treasurer's Report
- Culvert Permit

The meeting was called to order by President Phillipe.

The agenda with additions was approved on a motion by Landin, seconded by Phillipe and by unanimous votes of the Board.

Secretary's Report: Manager Battles

- The April 2015 Minutes was read.

The Minutes was approved on a motion by Landin, seconded by Phillipe and by unanimous votes of the Board.

Treasurer's Report: Manager Landin

- The checking account balance for June is around \$40,000.
- The WRWD received a check from the County in the amount of \$ 15,049.67 from assessment dues.
- Bills that were paid included the Public Meeting refreshment expenses in the amount of \$20.97, rent, telephone and hotel.
- Two invoices were received from Houston Engineering, Inc. The first invoice was \$2307.68 to prepare and put on the Public Meeting for the Warroad River Sediment Source Assessment. The second invoice was \$994 to prepare the draft sheet.

The invoice payments were approved on a motion by Battles, seconded by Thompson and by unanimous votes of the Board. These will be paid using AIG funds.

- An earlier invoice for \$580 from Houston Engineering, concerning the initial work for the Harbor Project fact sheet was originally paid by the WRWD. This invoice should have been paid with AIG funds as it is part of the Assessment Project.

The reimbursement was approved on a motion by Battles, seconded by Thompson and passed by unanimous votes of the Board.

- Received an invoice from Tony Jensen for beaver trapping and mileage in the amount of \$344.46. A total of seven beavers were trapped and 112 miles were logged. Mr. Jensen noted that a beaver dam, located south and west of Lundemo's needs to be taken out with a backhoe. Manager Landin with check with Stephanie Klamm, DNR, for proper procedure before any work is done.

The payment was approved on a motion by Battles, seconded by Thompson, and passed by unanimous votes of the Board.

- Czeh Pederson & Wilson, CPA, will be contacted for the required End of Year accounting work. This is an accounting study that will provide a statement on how the WRWD is doing and also will be sent to the MAWD.

The Treasurer's Report was accepted on a motion by Battles, seconded by Thompson and passed by unanimous votes of the Board.

Public Comment:

- Commissioner Phillipe updated the Board on several items.
 - AIS funding, how those monies were currently being spent, and future AIS items were discussed.
 - Conversation also revolved around future improvements at the The Point and a closer public spigot access for changing bait water.
 - The County plans on putting expanding the campground to include another row by the pool and would include sewer and water.
 - A new dump station will be constructed.
 - The County hired a crew to brush and spray ditches. Future maintenance is also in the plan. Some landowner complaints were noted about leftover debris and the crew going beyond the legal right-of-way.
 - The beach is now being groomed and a small drag that can be pulled by an ATV is needed.

Special Reports

Houston Engineering Budget & Discussion of the BWSR Grant:

- Engineer Langaan sent a letter that Manager Battles read to the Managers regarding the upcoming Clean Water project application for the in-channel degradation and sediment source potential for the Warroad harbor. When he has reviewed and revised the previous application and readjusted the budget, a fact sheet will be sent to be reviewed by WRWD.
- The Managers discussed the project. A lot of information is available which already has reduced cost of the project. Stakeholders for fund match will need to be contacted. Scott Johnson, SWCD, was asked to be lead in contacting Houston Engineering to produce a pamphlet or fact sheet that can be distributed among potential stakeholders. This project will aid in procuring future funds for upstream restoration projects.

Going forward with Phase 2 on the investigation of sediment and erosion in the Warroad River was accepted on a motion by Landin, seconded by Thompson and by unanimous votes of the Board.

Unfinished Business

Finalize BWSR Grant – Clean Water Fund: Public Meeting was held

- The Public Meeting was held at the Warroad Senior Living Center on May 28, 2015. District Manager, Scott Johnson, will finish the reporting requirements. A final report will be submitted on eLINK for BWSR and a final report will also be sent to the Northwest Minnesota Foundation.

General Information

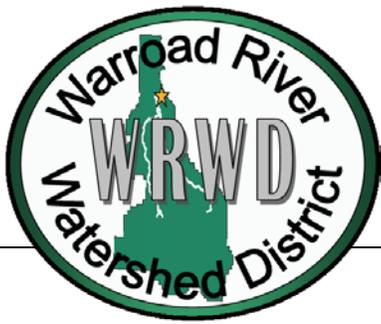
Culvert

- A culvert permit request was submitted by Laura Nelson. More information is requested to confirm the exact location and that all other agency requirements will be met.

Upcoming Meeting

- The next meeting will be held July 29, 2015 at 9:00 am.

With no other matters to come before the Board of Managers, the meeting was adjourned at 10:21 am on a **motion** by Battles, **second** by Landin and by unanimous votes of the Board.



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

July 22, 2015

The Board of Managers of the WRWD held their regular meeting beginning at 9:00 am on Wednesday, July 22, 2015 at the WRWD Office in Warroad, MN.

Managers present include President Gerald Phillipe, Secretary/Administrator Rick Battles, Treasurer Keith Landin and Bill Thompson. Jeff Langann, Houston Engineering; Scott Johnson, Roseau SWCD; Todd Miller, County Commissioner; and Brian Kettring, County Engineer were also in attendance.

BWSR Clean Water Project Application

- A target segment of the West Branch of the Warroad River that is a good project for the BWSR Clean Water Funds under the Projects & Practices portion was discussed.
- In the past, a segment of the West Branch had been diverted from its original channel and diverted into a field ditch. Since then, significant erosion has been observed through the washing away of the road and embankment. The result has been downstream drainage issues by sedimentation in culverts. Complaints about willows growing in sediment fallout areas has been noted. A portion of the flow can be restored to the original channel. The project would help restore a natural resource and protect public infrastructure.
- The County owns most of the land where this segment of river is located. The County currently has 23 acres in this area up for bid, but the sale bill can be pulled to make it easier for project accessibility.
- The grant match would be funded by the Township, County and WRWD.
- If the grant application doesn't go through, an application to the Lessards-Sams Outdoor Heritage Fund may provide monies for the project.

Authorizing the West Branch Warroad River Channel Restoration Project that includes Houston Engineering, Inc. developing a grant application to BWSR was accepted on a motion by Thompson, seconded by Landin and by unanimous votes of the Board.

Harbor Project:

- The Harbor Dredging Project will take about \$7 million according to the survey that was completed. The Project pamphlet needs to be shared among State Legislators to promote the project and show the economic advantage to the region. The harbor has now been downgraded from a commercial harbor to a recreation status, which means that it has less priority for

funding. Amy Klobuchar was interested in the Warroad Harbor when she heard about it from Commissioner Miller on one of her stops in northern Minnesota. She indicated that she would try to secure some funding if the proposal has been submitted to the Army Corps of Engineers. A formal request would need to be submitted along with interested stakeholders.

General Information

Beaver Dams:

- The dam by Lundemo's needs to be blown because a backhoe cannot get the site. Two additional dams also need to be taken out. Manager Phillippe will contact R & Q as they are licensed.

Springsteel Road:

- District Manager Johnson discussed the three lots that had been denied development in the past, but current landowners had been told that they could go forward and do whatever they wanted. Some work had already been done on a couple of the lots that included fill and an unpermitted culvert. One of the landowners had been denied a culvert permit which caused these landowners to call and start asking questions. Johnson will be meeting with the Wetland Specialist to go over each lot to find the best way to avoid or minimize impacts to wetlands.

Secretary's Report: Manager Battles

- The June 2015 Minutes was read.

The Secretary's Report was approved on a motion by Landin, seconded by Thompson and unanimous votes of the Board.

Treasurer's Report: Manager Landin

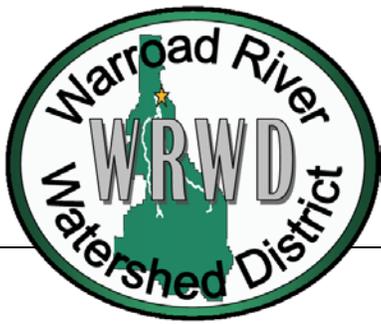
- The checking account balance for July is around \$40,000.
- The yearly audit is still being completed.
- The regular bills for rent, phone and internet have been paid.

The Treasurer's Report was approved on a motion by Battles, seconded by Thompson and unanimous votes of the Board.

Upcoming Meeting

- The next meeting will be held August 26, 2015 at 9:00 am.

With no other matters to come before the Board of Managers, the meeting was adjourned at 9:44 am on a **motion** by Landin, **second** by Thompson and unanimous votes of the Board.



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

September 23, 2015

The Board of Managers of the WRWD held their regular meeting beginning at 9:00 am on Wednesday, September 23, 2015 at the WRWD Office in Warroad, MN.

Managers present include Secretary/Administrator Rick Battles, Treasurer Keith Landin, Bill Thompson and Jeff O'Donnell. Scott Johnson, Roseau SWCD and Glenda Phillippe, County Commissioner were also in attendance.

Secretary's Report: Manager Battles

- The July 2015 Minutes were read. No corrections were made.

The July Secretary's Report was approved on a motion by Landin, seconded by O'Donnell and unanimous votes of the Board.

Special Reports

- Printed pamphlets were handed out
- A funding alert from Houston Engineering was noted.
- Manager Battles was going to go to a LOW TMDL Restoration Plan meeting.
- Manager Battles was also going to attend the Road Coordination meeting at Warroad Forestry.

Action Items

- District Manager, Scott Johnson, gave an update on the grant proposals. He had talked with Matt Fischer, BWSR to work out the details for the proposals. The In-Channel Assessment proposal is under the Accelerated Implementation Grant for Clean Water Fund monies for \$73,718 with match funding of \$18,429.50. The total is \$92,147.50. The West Branch Warroad River Restoration proposal is under the Projects & Practices for Clean Water Monies. The funding request is \$417,000.

Unfinished Business

Beaver Dam Control

- On the East Branch Warroad River, one dam still needs to be blown

General Information

- District Manager Johnson discussed the buffer program. Changes are still being made and new legislation is in progress.

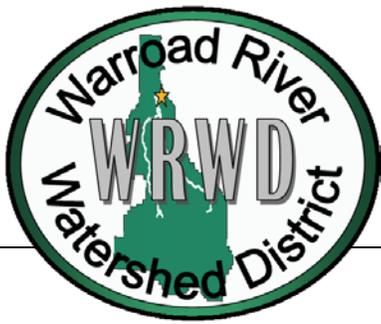
Treasurer's Report: Manager Landin

- The audit is done
- Checking is \$51,914.56 and the CD is \$10,000
- Manager Landin discussed the audit. Revenues will be kept the same for 2016. Paperwork was filed.

Upcoming Meeting

- The next meeting will be held October 28, 2015 at 9:00 am.

With no other matters to come before the Board of Managers, the meeting was adjourned at 10:00 am.



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

October 14, 2015

The Board of Managers of the WRWD held their regular meeting beginning at 9:00 am on Wednesday, October 14, 2015 at the WRWD Office in Warroad, MN.

Managers present include Secretary/Administrator Rick Battles, Treasurer Keith Landin, Bill Thompson and Jeff O'Donnell. Jeff Langan, Houston Engineering; Scott Johnson, Roseau SWCD; and Glenda Phillippe, County Commissioner were also in attendance.

Agenda Approval

- No amendments were made to the Agenda.

The October Agenda was approved on a motion by Thompson, seconded by O'Donnell and unanimous votes of the Board.

Secretary's Report: Manager Battles

- The September 2015 Minutes were read. No corrections were made.

The Secretary's Report was approved on a motion by Landin, seconded by Thompson and unanimous votes of the Board.

Treasurer's Report: Manager Landin

- Manager Landin asked Manager Thompson to submit any bills for the road meeting that he attended.
- The bill from the accountant for the Financial Statement for audit work is \$360.
- The bill for R & Q Contracting for beaver dam removal by Victor Lundemo's is \$1891.
- The bill for Tony Jenson's work for beaver trapping is \$71.05. If any other problem beaver are spotted, Tony indicated that he will go after them after trapping season starts in about a week.
- The regular bills for rent, phone and internet have been paid.

A motion to pay the bills was approved on a motion by Battles, seconded by O'Donnell and unanimous votes of the Board.

- The 2016 levy request for \$28,000 has been sent to Roseau County. The budget has been the same for years.

- Checking account is \$50,063.32 as of October 1, 2015.

The Treasurer's Report was approved on a motion by Battles, seconded by Thompson and unanimous votes of the Board.

Public Comment

- None

Special Reports

TMDL Meeting in Baudette: Manger Thompson

- Manager Thompson discussed several points from the TMDL Meeting. Public meetings will be held within the next two years for TMDL studies on phosphorous and chlorophyll, but main focus will be the phosphorous. Information regarding this study is on the Lake of the Woods SWCD website.

Beltrami Island SF LUP CIP Meeting: Manager Landin

- Manager Landin attend the meeting at Norris Camp. Mineral rights below Bemis Hill was discussed. The DNR plans to resolve this with a land swap and that area will be placed in a scientific and natural area status. Discussion also revolved around the LUP / Con-Con land swap.
- Norris Camp may become an Interpretive Experience Center.
- A study on golden winged warblers was discussed. Locators were put on a number of birds and it was found that all the birds would migrate from the Tennessee area to the Minnesota area one or more days ahead of major spring storm to avoid being caught in a storm.
- The LUP Advisory Board will continue having meetings twice a year.
- Some future forest impoundment projects with Roseau River Watershed District were discussed.

Forestry Road Meeting: Managers Battles and Thompson

- The Thompson Forest Road project was discussed. The budget was gone over. The project will start one mile west of Bemis and will be finished all the way to Dick's Parkway. DNR is working on getting the right-of-way a little wider and get the road in better condition. Invasive weeds from gravel is a concern. The rest of the Forest Road will remain the same as there is too much opposition from private landowners.

Action Items

Beaver Control

- Some beavers need to be trapped on Ditch 10.

MAWD 2015 Annual Meeting December 3-5

- After discussion, Manager Battles, Manager Landin, and District Manager Johnson will be attending.

Permission to attend was approved on a motion by O'Donnell, seconded by Thompson and unanimous votes of the Board.

Unfinished Business

Grant Applications

- No word has been heard yet regarding the funding of the two grant proposals. The In-Channel Assessment Proposal has moved forward for Clean Water Fund review by the BWSR committee. The West Branch Warroad River Restoration under the Projects & Practices CWF is currently being reviewed also.

Buffer Program

- District Manger Johnson discussed the buffer program briefly. The program will have legislative changes.

General Information

MN DNR – Watershed District Watercourse Excavation Guidance Through Protected Waters

- Two River WD have been using this guidance with the DNR to clean water courses. The procedure is very detailed. Some discussion revolved around using the guidance to clean sediment out of Bull Dog Run, Carpenter Creek and other areas.

Upcoming Meeting

- The next meeting will be held November 25, 2015 at 9:00 am.

With no other matters to come before the Board of Managers, the meeting was adjourned at 10:04 am on a **motion** by Landin, **second** by Thompson and unanimous votes of the Board.