

REGULAR MEETING of the BOARD OF MANAGERS
Thursday April 3, 2025 – 8:00 a.m.
RRWD OFFICE 714 6th Street SW, ROSEAU MINNESOTA



Agenda

❖ **CALL TO ORDER:**

- Pledge of Allegiance
- Approve agenda: _____

❖ **CONSENT AGENDA:** _____

- March 6, 2025 regular board meeting minutes
- Treasurer's report
- Permits 2025-03 (RCHD), 2025-04 (RCHD), & 2025-05 (MnDOT)
- Review and approve manager and employee expense vouchers

❖ **OLD BUSINESS:**

- Records reestablishment: update _____
- Culvert Survey: update _____

❖ **NEW BUSINESS:**

❖ **PROJECTS:**

- Whitney Lake: _____
- Big Swamp North (Badger Creek): _____
- Roseau Lake: _____
 - Funding

9:00 a.m. -- Phases 3 & 4 bid opening

❖ **REPORTS:**

- RRWMB: _____
- Specialist: _____
- Administrator: _____

❖ **OTHER ITEMS:** _____

❖ **NEXT MEETING DATE:** May 1, 2025 @ 8:00 a.m.

❖ **MOTION TO ADJOURN:** _____ Time: _____

❖ **DATES TO REMEMBER:**

- Joint Powers Board meeting – April 10 @ 8:00
- RRWMB meeting – April 15 @ 10:00
- RRIW meeting (Roseau) – April 23 @ 10:00
- Big Swamp PT meeting – April 30 @ 10:00
- Hay Creek PT meeting – April 30 @ 1:00

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD
OF MANAGERS MEETING HELD MARCH 6, 2025**

ORDER: Chairman Diesen called the meeting to order at 8:00 a.m. and led the Pledge of Allegiance.

MANAGERS PRESENT: Carter Diesen, Laverne Voll, Jason Braaten, James Johnson, and Cody Schmalz

STAFF PRESENT: Administrator Halstensgard, Technician Broten, and Assistant Wensloff

OTHERS PRESENT: Levi Novacek, County Commissioner; Aaron Gladen, Gladen Representative

CONSULTING STAFF PRESENT: Erik Jones, Houston Engineering; Nate Dalager, HDR; Jake Huwe, HDR; Michelle Moren, Attorney; Jacqueline Mosher, Attorney

AGENDA: A **motion** was made by Manager Braaten to approve the agenda. It was seconded by Manager Johnson. Motion carried unanimously.

CONSENT AGENDA: A **motion** to approve the Consent Agenda as revised, was made by Manager Voll and seconded by Manager Schmalz. The motion was carried unanimously. Adoption of the Consent Agenda included:

- Approval of the February 6, 2025, regular meeting minutes as amended
- February Treasurer's Report included additional receipts for \$113.13 interest income, and additional bills for city utilities for \$194.94, Moren Law Office for \$2,761.25, North Pine Services for \$270.00, and Nelson's Café for \$597.97
- Manager and employee expense vouchers as read by Manager Braaten
- Approval of permit #2025-01(Duane Frislie) and permit #2025-002(Todd Peterson, City of Roseau)

The Board and others present introduced themselves to Moren Law Office's new attorney, Jacqueline Mosher.

OLD BUSINESS: There will be a Hay Creek Project Team meeting scheduled in April. Administrator Halstensgard reviewed the Hay Creek Open House, reporting that it was a good turnout with good questions asked. It was beneficial to have different agencies represented, such as the county and DNR. It seemed well received overall. There was also discussion on the Citizens Advisory Committee meeting.

Administrator Halstensgard discussed the proposed River Trail sites included in the GMRPTC grant application. Ownership of the RRWD land near Trangsrud Landing and Dieter Town Hall, needs to be transferred to the County before a funding application can be completed. Manager Voll made the **motion** to adopt the resolution, pending the addition of legal descriptions, with Manager Johnson seconding it. Motion carried unanimously.

NEW BUSINESS: There was no new business for this meeting.

PROJECT UPDATES:

Big Swamp North: After discussion and a brief review of HDR's Badger Creek / Whitney Lake Site A scope of work, Manager Braaten made a **motion** to approve the scope of work, and authorizing Administrator Halstensgard as signatory. Manager Voll seconded the motion. Motion carried unanimously.

Roseau Lake: After reviewing the bids and currently committed funding, it was the recommendation of Administrator Halstensgard and Engineer Dalager to not award the base bid. Engineer Dalager explained that during the review of the bid sheet for the alternate project, a math error was found in the bids from all four contractors. Because of this fact, Attorney Moren recommended rejecting all bids citing references in law. After discussion with input from the representative from Gladen Construction. Manager Voll made a **motion** to reject all bids and rebid the project. Manager Johnson seconded the motion. Motion carried unanimously. Opening of bids is scheduled for 9:00 a.m. on April 3rd, 2025.

Manager Braaten made a **motion** to approve the HDR Construction Services contract of \$298,460.00, with Administrator Halstensgard given authority to sign. Manager Johnson seconded the motion. Motion carried unanimously.

Whitney Lake: Jake Huwe with HDR spoke about the proposals for soil boring at Whitney Lake Site A. A "consent to access" notice will be mailed to landowners informing them of soil boring plans and locations. Manager Braaten made a **motion** to approve the low quote from Terracon, seconded by Manager Johnson. Motion carried unanimously.

REPORTS:

RRWMB: Manager Braaten gave updates on the RRWMB.

Technician: Technician Broten gave the 2024 MNDNR Dam Safety Inspection Report along with photos. He also presented a printed list of RRWD Maintenance Contractors for 2025.

Administrator: Administrator Halstensgard provided a written report and reviewed the following items:

- MN Watersheds special meeting – March 21st in St. Cloud
- 26th Annual Joint Conference for RRWMB – March 18th & 19th
- River Trail sites – GMRPTC funding & transfer of land ownership
- 2024 Audit – Brady Martz will be onsite April 16th
- HVAC installation – installation was complete, and the installing technicians recommended additional insulation be installed in the attic of the entire building. The Board directed Administrator Halstensgard to obtain quotes for the work.
- Miscellaneous – RRJPB funding approval & work plan
- Because of scheduling conflicts and the 4th of July Holiday, the Board scheduled a combined June/July meeting for June 26th

Closed session: Manager Voll made a **motion** to adopt the resolution to close the regular meeting to discuss potential litigation. Manager Johnson seconded the motion. Motion carried unanimously.

Manager Braaten made a **motion** to close the closed meeting. Manager Schmalz seconded the motion. Motion carried unanimously. The Board directed Attorney Moren to send a letter to the opposing counsel.

OTHER BUSINESS:

The Board briefly discussed debris removal in SD 51 upstream of Ross.

After a **motion** by Manager Voll, seconded by Manager Braaten, the meeting was adjourned at 10:40 a.m. The next meeting will be held April 3rd, 2025, at 8:00 a.m.

Respectfully submitted,

Laverne Voll, Secretary

Tracy Halstensgard, Administrator

March 2025 Bills & Receipts

Checkbook Balance as of February 28, 2025	\$546,067.37
Receipts:	
Citizens State Bank -- interest 2-17-25	\$ 113.13
State of Minnesota -- FHM grant; Roseau Lake	\$ 298,528.15
State of Minnesota -- FHM grant; Whitney Lake	\$ 55,297.68
Marshall County -- share of taxes	\$ 90.32
Total:	\$ 354,029.28
Bills:	
Tracy Halstensgard -- Salary, Ins stipend & cell reimbursement	\$ 5,956.89
Blaine Broten -- Salary, Ins stipend & cell reimbursement	\$ 3,172.89
Tawni Wensloff -- wages	\$ 2,704.55
Tracy Halstensgard -- Mileage and expenses	\$ 216.00
Jason Braaten -- Per Diem & mileage	\$ 523.35
Carter Diesen -- Per Diem & mileage	\$ 413.51
James Johnson -- Per Diem & mileage	\$ 695.43
Cody Schmalz -- Per Diem & mileage	\$ 363.88
LaVerne Voll -- Per Diem & mileage	\$ 426.11
Elan Financial Services -- credit card	\$ 2,772.94
City Of Roseau -- utilities	\$ 194.94
Patrick Moren Law Office -- Legal Fees	\$ 2,761.25
Roseau Times Region -- notice & open house ad	\$ 316.20
Roseau Electric Co-op -- Int/phone --	\$ 126.85
Northern Resources Cooperative -- gas for vehicle	\$ 41.35
Coast True Value -- supplies	\$ 54.86
Verizon Wireless -- Trimble	\$ 40.01
North Pine Services -- snow removal	\$ 270.00
Smith Partners -- Roseau River easement acquisition	\$ 279.00
Jon Schauer, DbA Consulting -- year-end financials & tax filing	\$ 1,881.25
Minnesota Viewers Association -- 2025 membership dues	\$ 125.00
R & Q Trucking -- Rip Rap for Sprague Creek (Roseau Lake mitigation)	\$ 600.00
Houston Engineering -- invoice #75230 Oak Crest Coulee	\$ 474.00
HDR -- Inv #1200692764, 1200692765 & 1200683891	\$ 5,933.73
HDR -- Inv #1200692767, 1200692829 & 1200692763	\$ 46,559.14
Nelson's Café -- CAC meal	\$ 597.97
Total:	\$77,501.10



714 6th ST SW
Roseau, MN 56751
218-463-0313

Permit #2025-003 - Application Received

Date Submitted: March 21, 2025

Applicant Information:

First Name: Kody	Last Name: Prosser	
Phone Number: 218-463-2063	Email: kody.prosser@co.roseau.mn.us	
Address: 1921 Industrial Blvd.	City, State: ROSEAU, MN	Zip Code: 56751

Project Type:

- Culvert Installation / Removal / Modification
- Surface Drainage (New Ditch or Improvement)

Project Description:

Sta. 19+01 REMOVE 66"x40' CMP and replace with a 72"x40' CMP.
Sta. 29+00 REMOVE 128"x83"x40' CMP-A and replace with a 72"x60' CMP.
Sta. 93+73 REMOVE 78"x34' CMP and replace with a 66"x40" CMP.
Also clean from 410th Ave. to 440th Ave. to improve drainage.

Project Location:

1/4, Section 32, Spruce Valley Township, Roseau County

Project Details:

Documents Uploaded:

- [Kody Prosser \(Click to Open\)](#)

Landowner Acknowledgement:

1. Submitting this application in no way relieves the applicant or landowner from any responsibility or liability resulting from the construction, operation, or failure of the project.
2. The project may be field reviewed prior to the Board Meeting. The applicant grants permission to the RRWD and their representatives to review the work area within the permit application.
3. The application must be considered complete a minimum of 10 days prior to the Regular Board Meeting to be considered. RRWD staff will contact you within 15 days if additional information is required.
4. The requirements of the Permit Rules of the RRWD.
5. This permit does not relieve the applicant of any requirements of other permits which may be necessary from any other permitting agency.
6. I acknowledge by submitting this permit application is equivalent to my manual/handwritten signature.

☒ I AGREE - In checking this box, I acknowledge the above statements.

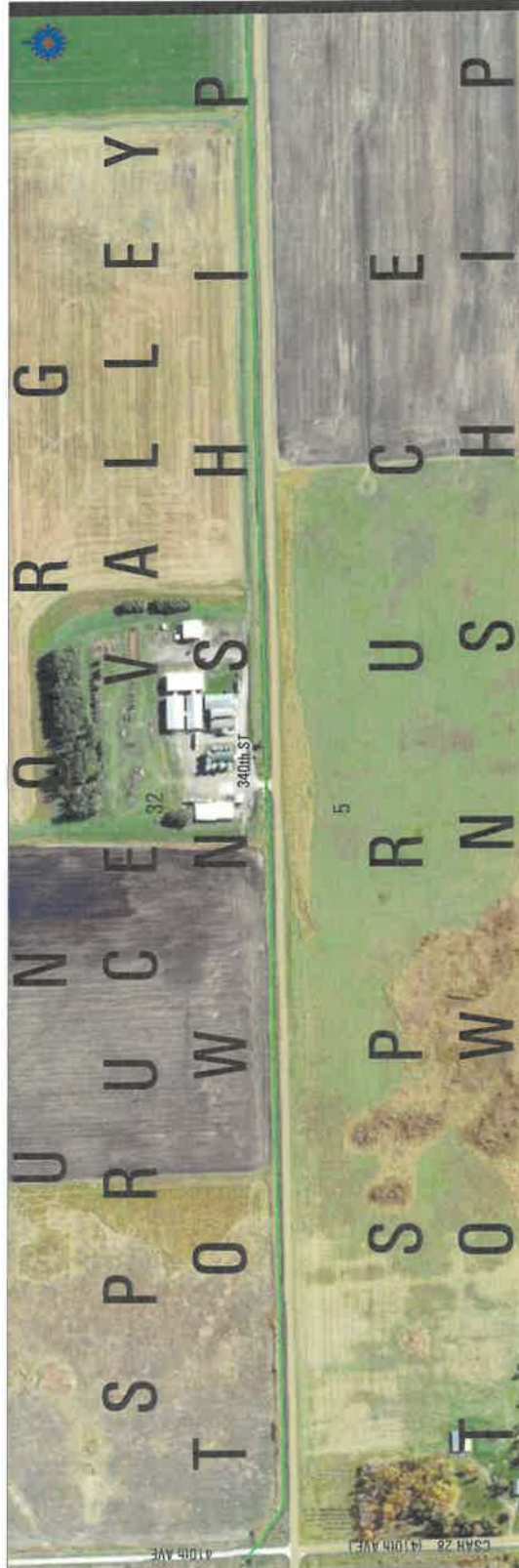
Permit #25-03 (Spruce Valley)

RCHD submitted a permit application to clean lateral 9 branch 1 or the 61 system from 440th to 410th st. Included with the cleaning will be a replacement of two culverts near 410th to resize to 72" culverts as well as a replacement of a culvert near 440th to a 66".

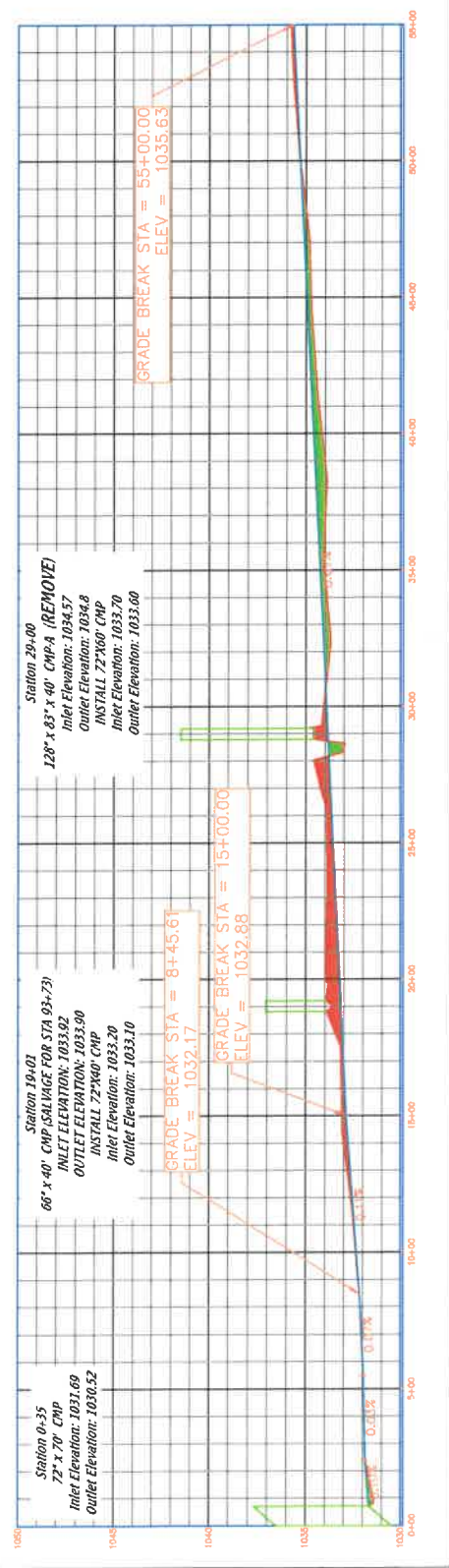
Comments

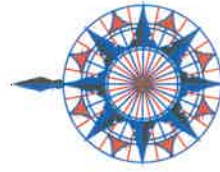
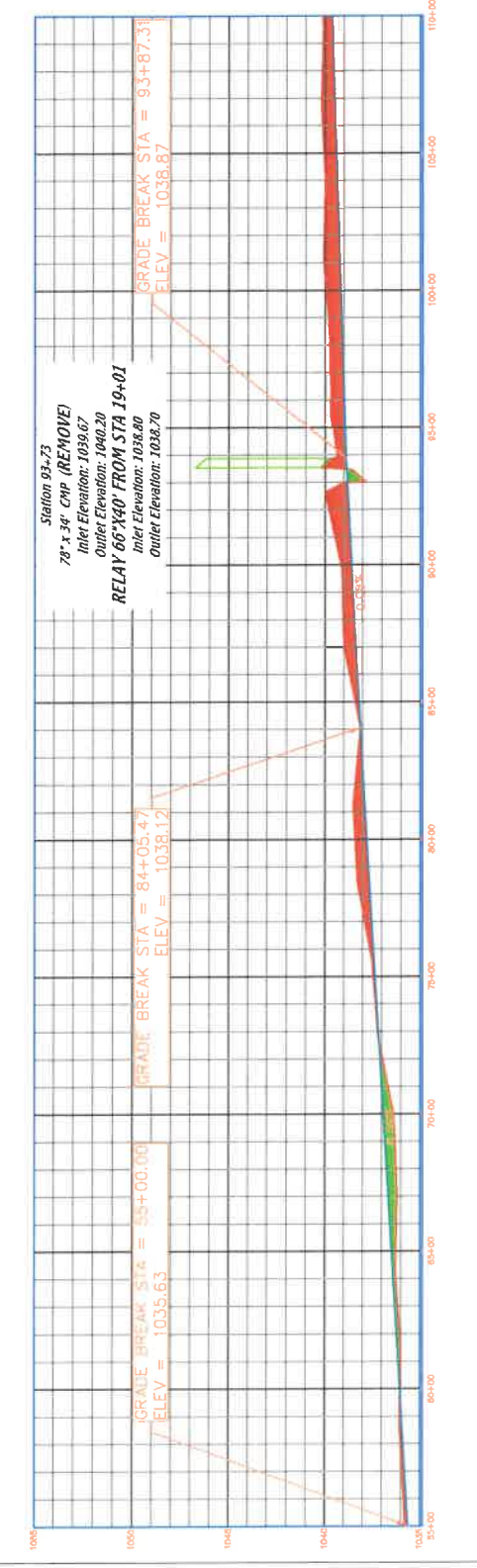
The two downstream pipes have a drainage area of 10 sq. miles, culvert sizing of 72" will be sufficient for these pipe and will keep the flow consistent through this area. The downstream pipe has a drainage area of 8.5 sq miles, this would be sufficient for a 66" pipe whcih also matches the pipe size under 440th St.





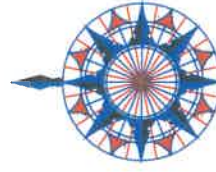
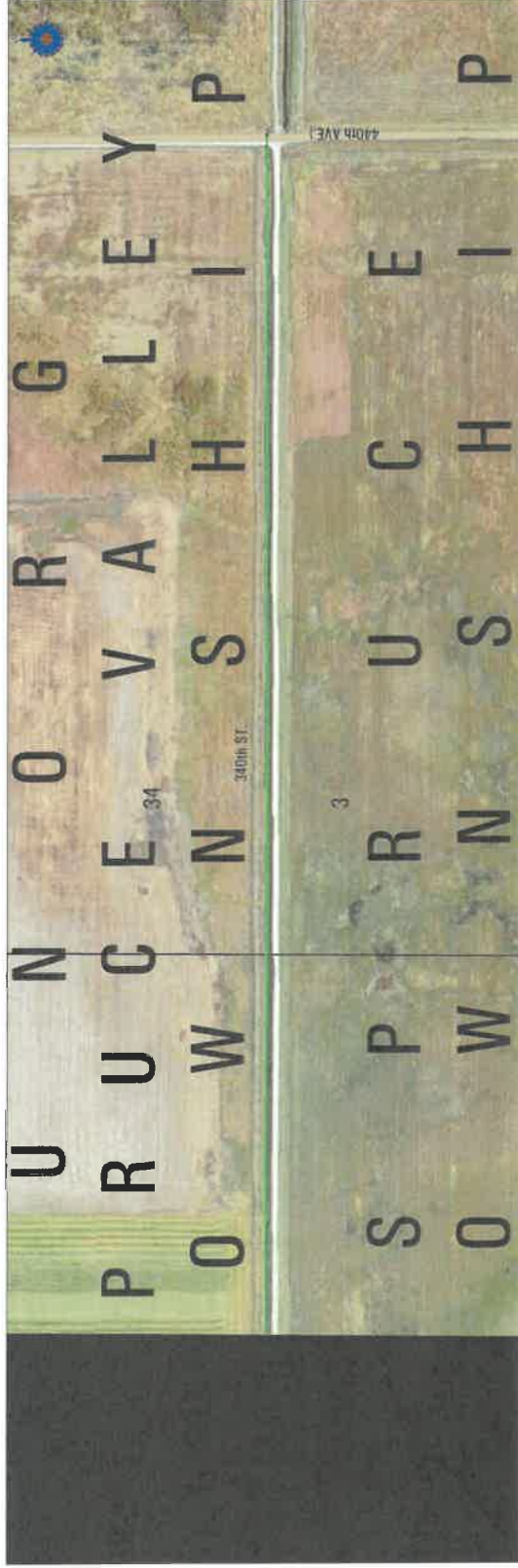
UNORG SPRUCE TOWNSHIP
 JD 61 BR 1 LAT 9
 DRAINAGE SURVEY
 340TH ST.
 SHEET 1 OF 3





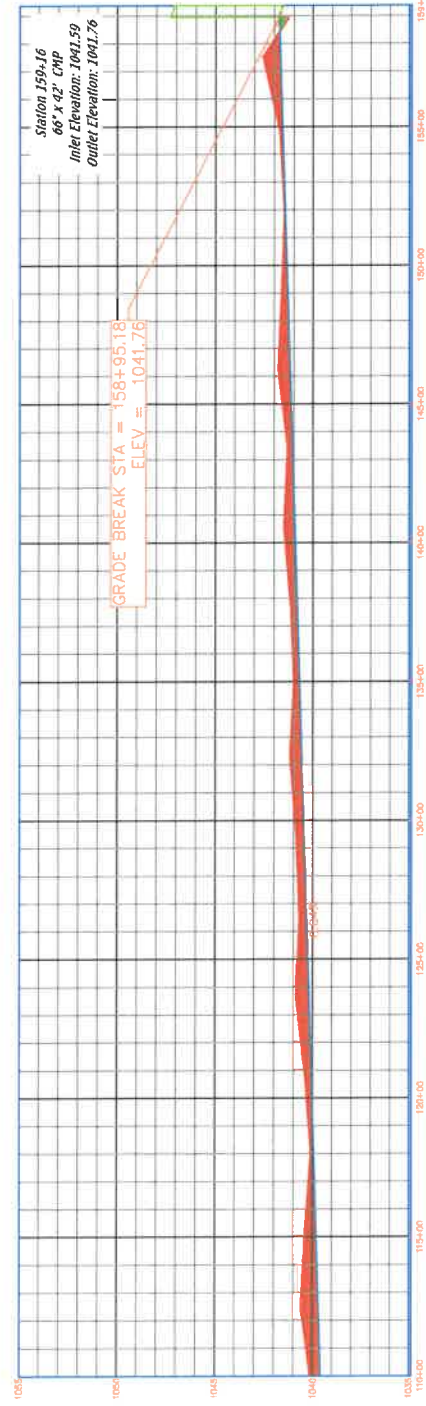
UNORG SPRUCE TOWNSHIP
JD 61 BR 1 LAT 9
DRAINAGE SURVEY
340TH ST.
SHEET 2 OF 3

PROE
Reserve County Highway Department



UNORG SPRUCE TOWNSHIP
JD 61 BR 1 LAT 9
DRAINAGE SURVEY
340TH ST.
SHEET 3 OF 3

PROCEED
Keweenaw County Highway Department





714 6th ST SW
Roseau, MN 56751
218-463-0313

Permit #2025-004 - Application Received

Date Submitted: March 21, 2025

Applicant Information:

First Name: Oliver	Last Name: Ullman
Phone Number: 218-463-2063	Email: oliver.ullman@co.roseau.mn.us
Address: 1921 Industrial Blvd.	City, State: Roseau, MN Zip Code: 56751

Project Type:

- Culvert Installation / Removal / Modification

Project Description:

See attached plan

Project Location:

1/4, Section 26, Mickinock Township, Roseau County

Project Details:

Documents Uploaded:

- [Oliver Ullman \(Click to Open\)](#)

Landowner Acknowledgement:

1. Submitting this application in no way relieves the applicant or landowner from any responsibility or liability resulting from the construction, operation, or failure of the project.
2. The project may be field reviewed prior to the Board Meeting. The applicant grants permission to the RRWD and their representatives to review the work area within the permit application.
3. The application must be considered complete a minimum of 10 days prior to the Regular Board Meeting to be considered. RRWD staff will contact you within 15 days if additional information is required.
4. The requirements of the Permit Rules of the RRWD.
5. This permit does not relieve the applicant of any requirements of other permits which may be necessary from any other permitting agency.
6. I acknowledge by submitting this permit application is equivalent to my manual/handwritten signature.

☒ I AGREE - In checking this box, I acknowledge the above statements.

RCHD submitted a permit application to regrade CR-4 from TH89 to Hays Lake State Park. The application also includes lining of four centerline 24" culverts.





714 6th ST SW
Roseau, MN 56751
218-463-0313

Permit #2025-005 - Application Received

Date Submitted: March 27, 2025

Applicant Information:

First Name: Rachel	Last Name: Miller
Phone Number: 218-214-6137	Email: rachel.m.miller@state.mn.us
Address: 3920 Highway 2 West	City, State: Bemidji, MN Zip Code: 56601

Project Type:

- Culvert Installation / Removal / Modification

Project Description:

Project will include replacing the majority of culverts within MnDOT Trunk Highway 11 right of way in the project limits (east side of Roseau diversion bridge to TH313 intersection. Where the highway is being realigned around the Roseau airport new culverts will be placed to perpetuate existing drainage.

Project Location:

1/4, Section 21, Spruce Township, Roseau County

Project Details:

Documents Uploaded:

Landowner Acknowledgement:

1. Submitting this application in no way relieves the applicant or landowner from any responsibility or liability resulting from the construction, operation, or failure of the project.
2. The project may be field reviewed prior to the Board Meeting. The applicant grants permission to the RRWD and their representatives to review the work area within the permit application.
3. The application must be considered complete a minimum of 10 days prior to the Regular Board Meeting to be considered. RRWD staff will contact you within 15 days if additional information is required.
4. The requirements of the Permit Rules of the RRWD.
5. This permit does not relieve the applicant of any requirements of other permits which may be necessary from any other permitting agency.
6. I acknowledge by submitting this permit application is equivalent to my manual/handwritten signature.

☒ I AGREE - In checking this box, I acknowledge the above statements.

April 2025 Treasurer's report

Checkbook Balance as of March 27, 2025	\$575,036.50
Receipts:	
Citizens State Bank -- interest	
RR Joint Powers Board -- Oak Crest Coulee	\$ 33,925.13
RRWMB -- Roseau Lake reimbursement	\$ 66,671.29
Minnesota Energy Resources -- rebates	\$ 600.00
Total:	\$ 101,196.42
Bills:	
Tracy Halstensgard -- Salary, Ins stipend & cell reimbursement	\$ 5,956.89
Blaine Broten -- Salary, Ins stipend & cell reimbursement	\$ 3,172.89
Tawni Wensloff -- wages	
Tracy Halstensgard -- Mileage and expenses	
Jason Braaten -- Per Diem & mileage	
Carter Diesen -- Per Diem & mileage	
James Johnson -- Per Diem & mileage	
Cody Schmalz -- Per Diem & mileage	
LaVerne Voll -- Per Diem & mileage	
Elan Financial Services -- credit card	\$ 2,904.40
City Of Roseau -- utilities	\$ 194.94
Minnesota Energy Resources -- natural gas	\$ 165.20
Marco Technologies -- contract	\$ 91.00
Marco -- copier contract	\$ 177.66
Patrick Moren Law Office -- Legal Fees	
Roseau Times Region -- notice & bid notice	\$ 840.00
Roseau Electric Co-op -- Int/phone --	\$ 126.85
Northern Resources Cooperative -- gas for vehicle	
Coast True Value -- supplies	
Verizon Wireless -- Trimble	\$ 40.01
North Pine Services -- snow removal	
Smith Partners -- Roseau River easement acquisition	
Jon Schauer, DbA Consulting -- year-end financials & adjustments	\$ 2,887.50
Roseau Lake of the Woods Title & Abstract -- Lee acquisition abstracting	\$ 537.00
Multi-Office Products -- supplies	\$ 302.95
Houston Engineering -- invoice #75540 Big Swamp North	\$ 33,507.50
Houston Engineering -- invoice #75539 Hay Creek Sub-watershed	\$ 22,329.18
Houston Engineering -- invoice #75540 River Restoration	\$ 4,120.00
Red River Watershed Management Board -- Hay Creek Facilitation cost share	\$ 2,473.45
Red River Watershed Management Board -- Juneberry Facilitation cost share	\$ 1,429.10
HDR -- WD 3, 1-26-25 Through 2-22-25 Inv #1200700526	\$ 350.00
HDR -- CD 8, 1-26-25 Through 2-22-25 Inv # 1200700527	\$ 95.00
HDR -- Technical Assistrance, 1-26-25 Through 2-22-25 Inv #1200701073	\$ 5,455.00
HDR -- SD 69 / Big Swamp North, 1-26-25 Through 2-22-25 Inv# 1200701072	\$ 765.00
HDR -- Roseau Lake 1-26-25 Through 2-22-25 Inv #1200700528	\$ 19,383.81
HDR -- Hay Creek Sub-watershed 1-26-25 Through 2-22-25 Inv 1200700525	\$ 382.50
HDR -- Whitney Lake site A, 11-26-25 Through 2-22-25 Inv #1200699366	\$ 4,544.12
Total:	\$112,231.95

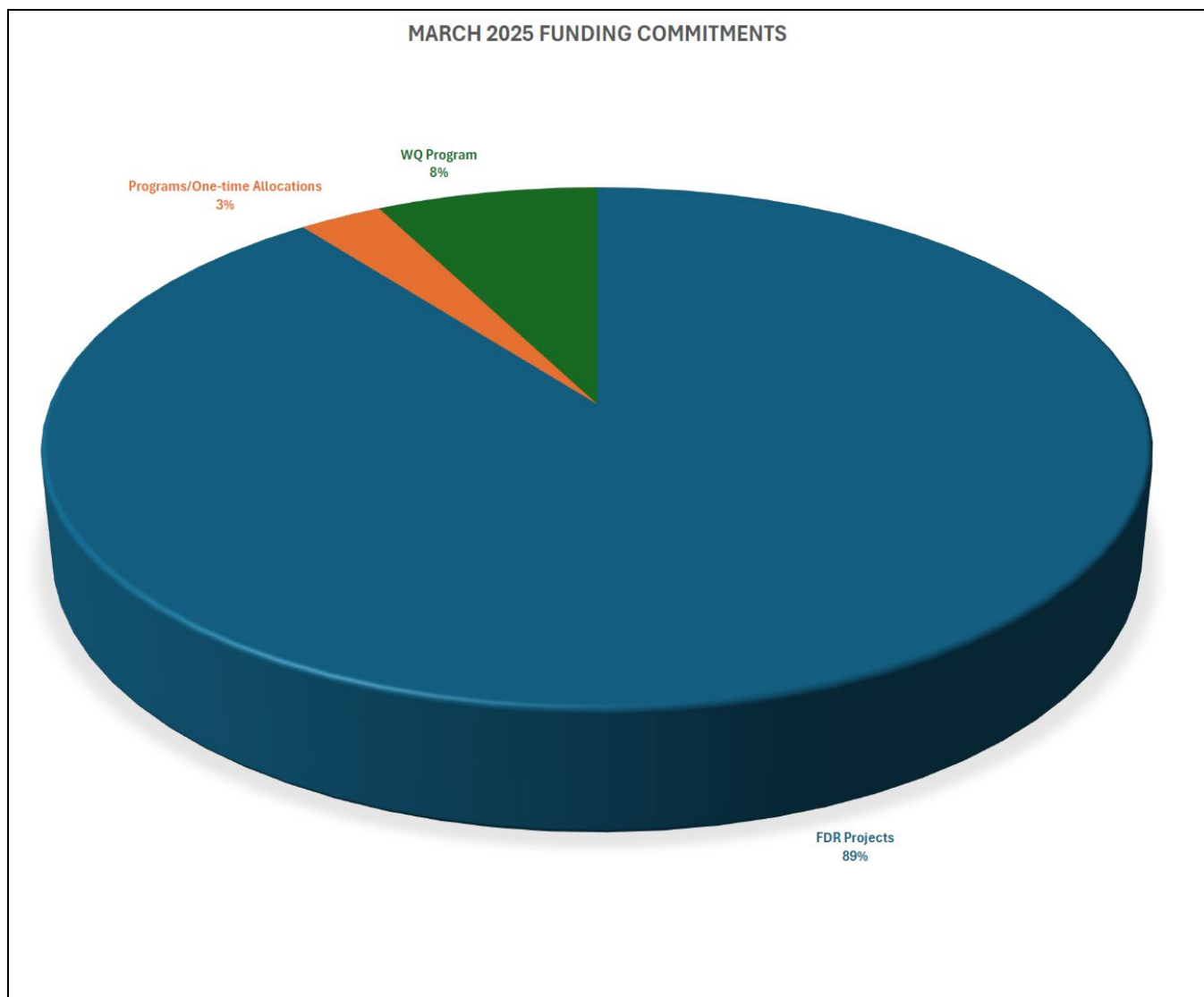


Meeting Highlights – March 18, 2025

1. **Funding Commitments:** Information was presented regarding current funding commitments of the Red River Watershed Management Board (RRWMB) for flood mitigation/water storage projects and water quality projects that are in various phases along with annually funded programs and one-time allocations. Current commitments include the following:

• Flood Mitigation/Water Storage:	\$17,525,573.08
• Water Quality Program: Base Funding	\$ 734,105.21
• Water Quality Program: Competitive Funding	\$ 749,106.88
• Annually Funded Programs/One-time Allocations:	\$ 559,528.48
TOTAL Remaining Funding Commitments:	\$19,568,313.65

Below is an illustration of current RRWMB funding commitments as of March 2025. Annual operating expenses are not included in funding commitments.



2. **CD Maturity:** The RRWMB Managers approved moving \$7 million plus accrued interest into a six-month CD at 4.3 percent interest and \$4 million into a 3-month CD at 4.00 percent interest.
3. **Contingent Funding Request: Anderson Jones Impoundment Project:** The RRWMB Managers approved \$300,000.00 in contingent funding for the Middle-Snake-Tamarac Rivers Watershed District (MSTRWD) Anderson – Jones Impoundment Project, which is part of the overall Swift Coulee Project. The request was made contingent by the RRWMB to accommodate an application by the MSTRWD for Water Storage Program funding through the Minnesota Board of Water and Soil Resources.
4. **Horseshoe Lake Water Control Structure Replacement Project:** Recommendations from the RRWMB Technical Advisory Committee were approved along with funding of \$112,365.00 for the Project.
5. **FEMA Culvert Inventory:** An application to FEMA was approved to conduct a culvert inventory in the Red River Basin of Minnesota.
6. **Rural Flood Mapping:** The RRWMB Managers approved an amendment to the bylaws of the organization specific to conflict of interest. In addition, a contract extension agreement was approved with the International Water Institute of \$1,400,000.67 to commence work on the Rural Flood Mapping Project. The Project is being funded through Minnesota Homeland Security and Emergency Management via a FEMA grant at \$1 million, with the remainder being local match.
7. **Red River Retention Authority (RRRA):** A request by the RRRA for the RRWMB to consider allocating funds for federal lobbying assistance was tabled until April 2025.
8. **Legal Services Agreement:** The RRWMB Managers approved an updated legal services agreement with Smith Partners PLLP to continue providing legal services to the organization.
9. **Next Meeting:** The RRWMB will hold its next meeting on Tuesday, April 15, 2025 at the RRWMB Office at 11 Fifth Avenue East – Ada, Minnesota, 56510.

JOINT ANNUAL CONFERENCE HIGHLIGHTS: The 26th Annual Conference with the Flood Damage Reduction Work Group (FDRWG) was held March 18 – 19, 2025 at the Marriott Hotel in Moorhead, Minnesota. There were 112 individuals that pre-registered, with 107 participating in the conference.

2025 Conference Sponsors: The RRWMB thanks Houston Engineering Incorporated, Moore Engineering Incorporated, HDR Engineering, and Bell Bank for sponsoring this year's event.

Special Thanks: To Nikki Swenson, Maria Tommerdahl, Andrew Graham, and the FDRWG Communication Committee for planning and organizing the event. The RRWMB also thanks Julie Goehring and Stacey Lundberg of the Red River Basin Commission for their assistance during the Conference.

Red River Basin Watershed District Administrator Panel Discussion: A panel discussion was held on day two of the Conference. Below is a photograph of the panel participants.



From Left: MSTRWD Engineering Technician Tyler Larsen, MSTRWD Administrator Mori Maher, Two Rivers Watershed District Administrator Dan Money, Roseau River Watershed District Administrator Tracy Halstensgard, Red Lake Watershed District Administrator Tammy Audette, Sand Hill River Watershed District Administrator April Swenby, Wild Rice Watershed District Administrator Tara Jensen, and Buffalo Red River Watershed District Administrator Kristine Goeden.

Radio Shows: The following radio shows broadcast live or pre-taped shows from the event.

RADIO SHOW	RADIO HOST	DATE	# OF INTERVIEWS
R & J Broadcasting	Kevin Kochman	March 18, 2025	14
AM890 Farm Talk Radio	Erick Johnson	March 18, 2025	6
R & J Broadcasting	Kevin Kochman	March 19, 2025	12
Red River Farm Network	Don Wick	March 19, 2025	4
KFGO 790 AM News and Views	Joel Heitkamp	March 19, 2025	6
Total Interviews Held			42

Radio show interview links are included on the next page, with some not being available.

AM 890 Farm Talk Radio Interview Links:

Excerpts:

[03-18-25 - Chuck Fritz of the International Water Institute on watershed education and research.](#)

[Read on »](#)

[03-18-25 - Minnesota Drainage Case Law Update with John Kolb of Rinke Noonan Law Firm.](#)

[Read on »](#)

[03-18-25 - Minnesota DNR Northwest Regional Manager Ben Bergey on his work with the watershed districts.](#)

[Read on »](#)

[03-18-25 - Dan Money of Two Rivers Watershed District on water projects in that area.](#)

[Read on »](#)

[03-18-25 - Jason Braaten of the Red River Watershed Management Board on a project in Roseau, Minnesota.](#)

[Read on »](#)

[03-18-25 - Red River Watershed Management Board Executive Director on what's on the agenda for the annual meeting.](#)

Red River Farm Network Interview Links: All four interviews are located at the following link.
rfrn.com/wp-content/uploads/2025/03/031925-RRWMB-Broadcast.mp3

KFGO News and Views Interview Links: The links below appear not to be complete, but they are the full link provided by KFGO.

- Rob Sip and Jason Braaten: <https://omny.fm/shows/news-views-with-joel-heitkamp/red-river-watershed-management-board-rob-sip-and-j>
- Dan Money and Ben Bergey: <https://omny.fm/shows/news-views-with-joel-heitkamp/red-river-watershed-management-board-dan-money-and>

April 2025 Board Meeting

Technician Update

Sprague Creek

Over the last month the shearing crew has been out shearing brush and creating wind rows near the North/South ditch that has been abandoned. The crew pushed brush and organic material into the ditch channel to stop the draining of the peatland. (Photos taken)

Pine Creek

Took some drone shots above pine creek to look for any hang-ups that are restricting flow in the channel that was reestablished last summer. The channel looks to be filled with water and no obstructions were seen throughout. (Photos Taken)

Watershed Specialist Training

There is a Minnesota Wetland Professional certification program that I will be taking the course and exam for in September. This will certify me for wetland delineation and give me certification for working on site for projects that may include wetlands.

ADMINISTRATOR'S UPDATE

April 3, 2025

Summer Tour: We have been spending time planning the summer tour. Venues, tour route, meal planning, and general information are some of the things that we've been working on. There are a few items needed that MN Watersheds may not cover, such as promotional materials. I'm requesting the board authorize a budget of up to \$2,000 for incidental spending.

River Restoration: We have received the MN DNR public waters permit. We are still waiting for the COE 404 permit.

Roseau Lake: I went to St. Paul to testify before the House Capital Investment Committee for the Flood Hazard Mitigation Grant Program along with Rob Sip and Chad Engle. The Bill was introduced by Rep. Burkel. The chances of the program, and by extension our project, getting funding are pretty slim. With budget cuts being made, spending is just very limited.

2025 Property taxes: The total for the year is \$11,473.84 and first half would be \$5,905.58. I would like the Board to authorize payment of the property taxes.

2024 Audit: Brady Martz is currently working on the audit. We've started providing them the requested information and they will be in our office April 16th. Let me know if you have any questions about the process. Kelsie from Brady Martz has been working with Jon Schauer to make sure our audit and QuickBooks align.

Misc:

DRAFT SCHEDULE AS OF JANUARY 17, 2025**FEBRUARY 18 – 20, 2025****RRWMB LEGISLATIVE MEETINGS AND
MINNESOTA WATERSHEDS LEGISLATIVE CONFERENCE**

Tuesday, February 18, 2025: All meetings to be held at BWSR St. Paul Office at 520 Lafayette Road North, St Paul, MN 55155 from 10:00 a.m. to 5:00 p.m. Parking map attached.

Time	Agency	Speaker	Topic
9:00 a.m. or 9:30 a.m.	INVITED Minnesota Management and Budget	Marianne Conboy, Capital Budget Coordinator and Erik Anderson, Director of Legislative and Intergovernmental Affairs	State Budget Update
10:00 a.m.	MN Homeland Security and Emergency Management	Kristy Dellwo, State Hazard Mitigation Officer	Flood Inundation Mapping, Funding Programs, and Partnering
11:00 a.m.	Break		
11:30 a.m.	MN Board of Water and Soil Resources	John Jaschke, Executive Director and Rita Weaver, Chief Engineer	Water Storage Program, CREP, and Red River Basin Habitat Program
12:30 p.m.	Lunch on Site on Your Own		
1:30 p.m.	MN Department of Natural Resources	Commissioner Sarah Strommen and Assistant Commissioner Bob Meier	Flood Hazard Mitigation Grant Assistance Program: Streamlining and Advisory Committee
2:30 p.m.	MN Board of Water and Soil Resources	Tom Gile, Resource Conservation Section Manager	Drainage Work Group Update
3:15 p.m.	Break		
3:30 p.m.	Park Street Public	Joe Birkholz	Governor's Budget: Insights Into the Process
4:00 p.m.	Park Street Public	Ian Marsh and Molly Jansen	Legislative Updates
5:00 p.m.	RRWMB	Rob Sip	Wrap-up/Announcements Dinner on your own.

Note: The Governor's Water and Agricultural Policy Staff have been invited (Brandon Kasprick and Anna Johnson) to engage with RRWMB membership on February 18, 2025.

Wednesday, February 19, 2025: Capitol Ridge Hotel, St. Paul, MN

- MN Association of Watershed Administrators Meeting
- MN Watersheds Meetings and Events

Thursday, February 20, 2025:

- Please schedule individual meetings with your legislators as time permits. The RRWMB does not have a group meeting scheduled at this time with legislators.
- **Possible meeting with USACE at the Capitol Ridge Hotel. Time TBD.**

Big Swamp North Project Team

February 28, 2025
10:00am – 12:00pm
Roseau River Watershed District

Participants

Tracy Halstensgard (RRWD), Blaine Broten (RRWD), Jason Braaten (RRWD), Stephanie Kamm (DNR Hydrologist), Matt Skoog (DNR Fisheries), Evangelin Von Boeckman (DNR Wildlife), Tom Enright (DNR Wildlife), Lynda Ponting (BWSR), Cary Hernandez (MPCA), Ericka Halstensgard (Roseau County), Daryl Wicklund (Roseau County), Nate Dalager (HDR), Torin McCormick (HDR), Jake Huwe (HDR), Erik Jones (HEI), Moriya Rufer (HEI)

Observers: Jamie Sikorski, Rick Sikorski

Meeting Summary

The meeting began with introductions and an overview of the project. The Big Swamp North project is a component of the larger Juneberry Project. The Big Swamp North project lies fully within the Roseau River Watershed District and encompasses State Ditch 69, laterals, and Badger Creek areas.

Funding:

- There is currently \$1 million in DNR funding for peatland restoration on state lands. This funding is being used for the EAW now and other parts of the project in the future.
- There is also \$1.47 million from the Lessard Sams Outdoor Heritage Fund prioritizing the Badger Creek area that will be available later this year pending legislative approval.

Work completed in 2025:

- *Fieldwork:* Blaine and Torin completed fieldwork to identify which sections of the Ditch 69 laterals can be abandoned with spoil, bookends, or brush. This is preliminary data. Lynda said for permitting, an example of each fill/bookend type will be needed. Further refinement of the restoration approach for each area will need to be completed using LiDAR and field data. The DNR noted that laterals 1 and 3 do include some School Trust Land.
- *EAW:* The EAW is drafted and includes the entire Juneberry Project area, so the process doesn't need to be completed separately for each portion of the project. There were comments about the area included in the EAW. Erik will update the area

and name and distribute it for comments in the next couple weeks. Look for any overlap with the Klondike project.

- *Access*: Tom (DNR) showed a map of the DNR access plan. Comments are welcome back before the next meeting.
- *Ditch abandonment and ROW*: Tracy and Tom went to a Roseau County highway meeting. There were no issues with lateral ditch abandonments, but the County wants to make sure the DNR will allow additional right-of-way (ROW) along the main SD 69 channel and Laterals 1 & 3 (Badger Creek area). The County and DNR will likely need some sort of agreement that each party is moving forward in good faith as both the transfer of ROW and ditch abandonment are long processes. The DNR would like a map from the county of where to abandon and how much ROW in each location. Historic records show an 83-foot ROW currently.

Permitting Feedback:

- For permitting, an example of each fill/bookend type for Ditch 69 laterals will be needed.
- For wetlands we need no loss. Figure out right-of-way and then start the wetland process.
- Need to contact the US Army Corps of Engineers to talk about permitting. Get a delineation and send them a project to review so they assign someone to it. (Torin)

Design next steps:

- Start on state land, Camelback Road design, come back with some typicals.
- A design subcommittee was assigned: Erik (lead), Torin, Tom, Lynda, Stephanie, Blaine. This subcommittee will meet virtually and report back to the larger group.

Overall next steps:

- Next meeting – include a site visit before or after the Project Team meeting.
- Next meeting shoot for late April 2025
- ROW mapping with draft legal descriptions – Ericka will work on this with Tom.

JUNE BERRY PROJECT TEAM MEETING

February 27, 2025 ● 1:00pm ● Roseau County Courthouse

Participants In-person: Dan Money (TRWD), Tracy Halstensgard (RRWD), Erik Jones (HEI), Nate Dalager (HDR), Jake Huwe (HDR), Torin McCormick (HDR), Cary Hernandez (MPCA), Daryl Wicklund (Roseau Co), Daryl Klegstad (Kittson Co Engineer), Rodney Sikorski, Rick Sikorski (TRWD), Cody Smaltz (RRWD), Jason Braaten (RRWD), Arthur Kukowski (Kittson Co Engineer), Derry Jones (Kittson Co), Ryan Swenson (Kittson Co), Tom Enright (DNR), Matt Skoog (DNR), Stephanie Klamm (DNR), Evangilin Von Boeckman (DNR), Ericka Halstensgard (Roseau Co Engineer), Moriya Rufer (HEI)

Participants Online: Levi Novacek (Roseau Co)

MEETING SUMMARY

The meeting started with introductions to participants and the agenda.

Jake Huwe presented on the new modeling and concept design developed since the last Project Team meeting. Modeling showed a reduction in the flooding over the Juneberry area with the preferred alternatives implemented. The one negative affect is the increased water flow to the outlet of SD 72. Increasing the capacity of the outlet may be needed to alleviate the additional water.

The landowners present were concerned with the extra flow to SD 72. They were also concerned with any affects that implementing the preferred alternatives would have to the Klondike project that Two Rivers Watershed District is planning.

Tom Enright (DNR) showed a map of the DNR access plan (see last page of this summary). Comments are welcome back before the next meeting.

The Big Swamp North Project Team formed to cover the portion of the Juneberry Project within the Roseau River Watershed District (SD 69 and laterals, and Badger Creek). This Project Team reported back that it has made forward progress with these items:

- Funding:
 - The DNR has secured \$1 million in federal funding from the Inflation Reduction Act for peatland restoration (on state land).
 - The RRWD requested \$1.47 million in state funding from the Lessard-Sams Outdoor Heritage Fund (focused on Badger Creek – SD69 laterals 1 and 3 in Roseau County). This funding recommendation is currently in the bill that will be sent to the 2025 legislature for passage.
- An Environmental Assessment Worksheet (EAW) is being developed for the full Juneberry area. This draft will be emailed to participants for review in the next couple weeks.
- Abandon SD 69 laterals
 - Roseau County board has expressed support for abandoning the laterals to SD 69
 - DNR funding obtained to complete peatland restoration in this area
- Juneberry road improvements
 - This work will be done by Roseau County. The project is currently being analyzed by HEI.

ACTION ITEMS:

1. HEI send out EAW for comment
2. HDR send out concept report
3. Steering Committee meeting to discuss when to hold the next Juneberry Project Team meeting.

RRWMA - Juneberry Project

Access - Current and Future

