

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

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

**MANAGERS PRESENT:** James Johnson, Laverne Voll, and Jason Braaten

**STAFF PRESENT:** Administrator Halstensgard (via Teams), Technician Broten, and Assistant Wensloff

**OTHERS PRESENT:** Kurt Kveen; Rob Sip, RRWMB.

**CONSULTING STAFF PRESENT:** Erik Jones, Houston Engineering; Jaqueline Turnow and Michelle Moren, Attorneys; Nate Dalager and Torin McCormack, HDR Engineering; Tom Enright, DNR.

**AGENDA:** Vice-Chairman Johnson proposed reordering the agenda to accommodate Delegate Rob Sip, RRWMB, as he had to leave the meeting early. A **motion** was made by Manager Voll to approve the agenda as amended, seconded by Manager Braaten. Motion carried unanimously.

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

- Approval of October 2, 2025, regular meeting minutes
- Treasurer's Report with normal monthly bills from Moren Law Office (\$1,821.25), Elan Financial Services (\$1,953.85), City of Roseau utilities (\$262.37), and additional invoices from Halverson Sand & Gravel (\$13,500.00), and Multi Office Products (\$33.28)
- Permits: 2025-027(Tviet), 2025-028(Halstad), & 2025-029(Ripley)
- Review and Approve manager and employee expense vouchers as read by Manager Braaten.

**PERMITS:** Manager Braaten made a **motion** to approve permit 2025-030 (Amundson). Manager Voll seconded the motion. Motion carried unanimously.

**DELEGATION:** Rob Sip, RRWMB Executive Director, updated the board on their budget and finances, project funding, 2026 Legislative Platform, and upcoming events. Manager Voll asked about the RRWMB's potential participation in funding for the Santl Site. Mr. Sip responded that the RRWMB as a history of partnering with their member district on various projects and looks forward to hearing more about the project.

**OLD BUSINESS:** There was no old business at this meeting.

## **PROJECTS:**

**Hay Creek Project Team update:** Administrator Halstensgard reported on the Project Team meeting. Technician Broten confirmed the TSA(Technical Service Area(s)) applications are ready. Erik Jones presented on the Santl Site including hydrograph data, flooding, and funding options. He produced a few different map perspectives, spoke about rain fall, as well as different soil types on the site. A **motion** was made by Manager Braaten to direct Administrator Halstensgard and Erik Jones to apply for funding through the BWSR water storage program, seconded by Manager Voll. The motion carried unanimously.

**CD8 Construction update:** Technician Broten reported the CD8 project is complete. Landowner Mike Baumgartner reached out to note the extra vehicle traffic on the Texas Crossing. He inquired about putting up gates or bollards to reduce that traffic and possibly limit traffic to ATVs. A **motion** was made by Manager Braaten to install posts or bollards with reflectors on the Texas crossing. Manager Voll seconded the motion. The motion carried unanimously.

Payment Application - Manager Voll made a **motion** to approve payment application #3 for \$52,464.87. Manager Braaten seconded the motion. The motion carried unanimously.

**Roseau Lake: construction update:** Torin McCormack gave an update on a small repair that may need to be addressed next spring on the inlet channel. He also noted landowner access plans during hunting season. Work on the Sprague Creek Mitigation site will begin before Thanksgiving. There are some beaver dams on Ditch 61 that will need to be removed. Administrator Halstensgard discussed funding availability for this portion of the project. Manager Braaten made a **motion** to approve Norther Harbor Construction moving forward with beaver dam removal with up to a \$4,500 maximum cost. Vice Chairman Johnson seconded the motion. Motion carried unanimously.

Tom Enright spoke about the additional RIM funding available as part of the Pine Creek Restoration Joint Powers Agreement (JPA). The additional \$300k of available funding requires approval of JPA Amendment #2, which was provided to the Board. After discussion, Manager Braaten made a **motion** to approve the amendment #2 to Swift contract [253130.] Vice Chairman Johnson seconded the motion. Motion carried unanimously.

Administrator Halstensgard discussed the process to receive the grant agreement for the Flood Hazard Mitigation (FHM) funding. The resolution before the board states the board commits to the 25% required match and is able to provide those funds. The match can be local or federal funds but cannot be other state funding sources. Manager Voll made a **motion** to approve Resolution No. 11-6-2025-01 for Roseau Lake Rehabilitation Project. Manager Braaten seconded the motion. Motion carried unanimously.

Engineer Dalager spoke about the funding available for phase 5 and phasing options for the board to consider moving forward. He also noted the amount of rain we've received, and the raised river levels may complicate winter construction. There was discussion about utilizing the 2025 FHM funding allocation to excavate the borrow areas and stockpiling the material for future construction. Manager Voll made a **motion** to advertise for bids for Phase 5 of the project with the bid opening set for the January 2026 Board meeting. Manager Braaten seconded the

motion. Motion carried unanimously. Nate Dalager will work with Administrator Halstensgard on the bidding process.

A **motion** was made by Manager Voll to approve payment application No. 03-05.1 for \$512,456.27, seconded by Manager Braaten. Motion carried unanimously.

Tom Enright, DNR, added that a notice was published in the Grand Forks Herald that the Roseau Lake road access was closed due to wet conditions.

WD3 Lateral 2: Administrator Halstensgard reported that Landowner Darrell Lins signed and returned the authorization to enter letter of consent. Nate Dalager gave an update as to where we are with the design and the different components. He stated that there are 5 moving parts to the WD3 discussion. They are as follows; 1) Reestablishment of record, 2) Redetermination of benefits, 3) Outlet extension and hearings, 4) Slough repair, 5) RCHD #10 Culvert replacement. A landowner meeting has been scheduled for December 15, 2025.

### **REPORTS:**

RRWMB: Manager Braaten gave a brief report, following up on Mr. Sips earlier presentation.

Technician: Technician Broten provided a written report about the beaver maintenance at Palmville and Caribou. He noted the winter gate preparation he finished at Palmville and Norland and also provided a short power point with pictures in reference to his update.

Administrator: Administrator Halstensgard provided a written report and mentioned that Blaine Broten and Torin McCormack will be attending and presenting at the MN Watersheds Conference. She included MN Watersheds membership information. A **motion** was made by Manager Voll to pay the MN Watershed's annual dues. Manager Braaten seconded the motion. The motion carried unanimously.


New Business: Attorney Moren gave an update on the Paid Family Leave law and its impact on the RRWD. Manager Braaten made a **motion** to appoint Administrator Halstensgard as the Administrator of RRWD Paid Family Leave and for the employer to pay 100% of the required employee contribution, including board members. It was seconded by Manager Voll. The motion carried unanimously.

Closed meeting to discuss pending litigation: Manager Braaten made a **motion** to adopt the resolution to close the public meeting to discuss the pending litigation – Plaintiff – Lins et al. Manager Voll seconded the motion. The motion carried unanimously.

Post Closed Meeting, Manager Braaten made a **motion** to reopen the public meeting. Manager Voll seconded the motion. Motion carried unanimously.

After a **motion** by Manager Voll, seconded by Manager Braaten, the meeting was adjourned at 11:07 a.m. The next meeting will be held on December 11, 2025, at 12:00 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Laverne Voll, Secretary

  
\_\_\_\_\_  
Tracy Halstengard, Administrator

**November Bills & Receipts**

Checkbook Balance as of October 27, 2025	\$519,970.86
<b>Receipts:</b>	
Citizens State Bank -- interest 10-20-25	\$ 265.65
State of Minnesota -- LSOHC Roseau Lake reimbursement	\$ 827,868.90
Lake of the Woods SWCD -- reimbursement for Blaine & drone time	\$ 500.62
State of Minnesota --	\$ 9,438.86
Roseau County -- Volstead land	\$ 2.95
<b>Total:</b>	<b>\$ 838,076.98</b>
<b>Bills:</b>	
Tracy Halstensgard -- Salary, Ins stipend & cell reimbursement	\$ 5,956.89
Blaine Broten -- Salary, Ins stipend & cell reimbursement	\$ 3,781.53
Tawni Wensloff -- wages	\$ 2,927.05
Jason Braaten -- Per Diem & mileage	\$ 246.27
James Johnson -- Per Diem & mileage	\$ 237.17
LaVerne Voll -- Per Diem & mileage	\$ 272.88
Elan Financial Services -- credit card	\$ 1,953.85
City Of Roseau -- utilities	\$ 262.37
Roseau Times-Region -- notices	\$ 30.60
Minnesota Energy Resources -- natural gas	\$ 31.76
Marco Technologies -- contract	\$ 91.00
Marco -- copier contract	\$ 185.66
Patrick Moren Law Office -- Legal Fees	\$ 1,821.25
Roseau Electric Co-op -- Int/phone --	\$ 126.86
Verizon Wireless -- Trimble	\$ 40.01
Mark Beito -- beaver trapping	\$ 225.00
James Sovde -- beaver trapping	\$ 825.00
Blooming Valley Services -- SD 51 beaver dam removal	\$ 6,400.00
Universal Screenprint Inc -- poster	\$ 85.50
League of MN Cities Insurance Trust -- deductible	\$ 1,000.00
Doc's Hardware -- supplies	\$ 82.14
Multi Office Products -- supplies	\$ 33.28
AB's Lawncare -- mowing & fall spraying	\$ 881.94
Northern Resources -- gas	\$ 98.86
Minnesota Watersheds -- 2026 dues	\$ 3,002.00
Houston Engineering -- invoice # 79080, 79081, 79082, & 79079	\$ 42,577.15
Simmons Contracting -- CD 8 cleaning	\$ 4,200.00
Halverson Sand & Gravel --	\$ 13,500.00
Apex Drainage -- CD 8 FEMA work	\$ 52,464.87
HDR Engineering -- Inv #1200761600, 1200761599, & 1200761595	\$ 28,434.83
HDR Engineering -- Inv #1200761601, 1200761609, & 1200761603	\$ 12,448.10
HDR Engineering -- Inv #1200761609, 1200761604, & 1200766932	\$ 27,950.82
Gladen Construction -- Pay request 03-04.3	\$ 554,951.57
Gladen Construction -- Pay request 03-05.1	\$ 512,456.27
<b>Total:</b>	<b>\$1,279,582.48</b>

## RESOLUTION CLOSING BOARD MEETING

WHEREAS, the Minnesota Open Meeting Law, Minn. Stat. § 13D.05, subd. 3(b) states that “meetings may be closed if the closure is expressly authorized by statute or permitted by the attorney-client privilege;” and

WHEREAS, Darrell Lins, *et al* have commenced litigation regarding the Roseau Lake project and the Roseau River Restoration project; claiming *inter alia* unlawful deprivation of property; and

WHEREAS, the RRWD seeks to meet with its attorney, to discuss the pending litigation and potential settlement proposals; and

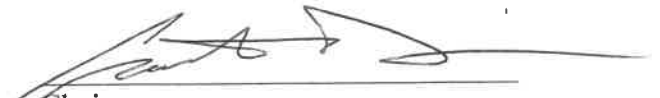
WHEREAS, it would be detrimental to the interests of the Board of Managers of the RRWD to hold a public discussion with its attorney regarding the strengths and weaknesses of its legal position(s), strategy, and potential settlement position where an opposing party or opposing attorney could listen to or be made aware of the RRWD’s positions; and

WHEREAS, there is an absolute need for the RRWD Board of Managers to obtain confidential legal advice regarding pending litigation and potential settlement in order to maintain the attorney-client privilege.

BE IT RESOLVED by the Board of Managers of the Roseau River Watershed District as follows:

1. The Roseau River Watershed District Board of Managers hereby closes this meeting based upon the attorney-client privilege pursuant to Minn. Stat. § 13D.05, subd. 3(b);
2. The specific subjects to be discussed, pursuant to Minn. Stat. § 13D.01, subd. 3, are the legal strategy in responding to the pending litigation (Roseau Lake and Roseau River Restoration matters) against the RRWD and potential settlement position.

Dated this 6<sup>th</sup> day of November, 2025.

  
Chairman

  
Secretary

## Resolution No. 11-6-2025-01

### RESOLUTION FOR STATE APPROPRIATIONS FOR ROSEAU RIVER WATERSHED DISTRICT FOR THE ROSEAU LAKE REHABILITATION PROJECT

**BE IT FURTHER RESOLVED** that the Roseau River Watershed District hereinafter referred to as the "Applicant" act as legal sponsor for the flood risk reduction project or phase described in the Flood Hazard Mitigation Grant Assistance Program Application submitted on June 18, 2025 and that Carter Diesen, Board Chair is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of the Applicant.

**BE IT FURTHER RESOLVED** that the Applicant has the legal authority to apply for financial assistance, and the institutional, administrative, and managerial capability to ensure adequate acquisition, maintenance and protection of the proposed project.

**BE IT FURTHER RESOLVED** that the Applicant has the financial capability to provide any required matching funds necessary to complete the project or phase, and that the source of the Applicant's funds shall be \$562,500 through the Applicant's Construction Levy (in accordance with the provisions of Minnesota 1976 Sessions Law, Chapter 162, Section 1; as amended by laws of 1982, Chapter 474, Section 1; Laws 1983, Chapter 338; and laws of 1989 First Special Session, Chapter 1, Article 5, Section 45) and will not include other State funding sources.

**BE IT FURTHER RESOLVED** that the Applicant hereby pledges to complete the project or phase if it exceeds the total funding provided by the Department of Natural Resources and the required local match.


**BE IT FURTHER RESOLVED** that the Applicant has not incurred any reimbursable expenses prior to the effective date of the appropriation.

**BE IT FURTHER RESOLVED** that the Applicant has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

**BE IT FURTHER RESOLVED** that upon approval of its application by the state, the Applicant may enter into an agreement with the State of Minnesota for the above-referenced project, and the Applicant certifies that it will comply with all applicable laws and regulations as stated in the contract agreement.

**NOW THEREFORE BE IT RESOLVED** that the Board Chair is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the Applicant.

**I CERTIFY THAT** the above resolution was adopted by the Board of Managers of Roseau River Watershed District on November 6, 2025.

SIGNED:   
Carter Diesen, Board Chair  
James Johnson, acting board Chair

DATE: 11/6/2025

ATTEST:   
LaVerne Voll, Secretary

DATE: 11-6-2025



## REGULAR BOARD MEETING

## Sign-in sheet

**November 6, 2025 – 8:00 a.m.**

**RRWD 714 6th St SW Roseau, MN 56751**

NAME

**EMAIL**

## PHONE

Kunti Kuee D

262-853-7387

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