

September 16, 2024 (a)

**APPROVED**  
**REGULAR MEETING OF THE BOARD OF MANAGERS OF THE**  
**MIDDLE-SNAKE-TAMARAC RIVERS WATERSHED DISTRICT**  
**HELD VIRTUALLY USING MICROSOFT TEAMS AND AT THE DISTRICT OFFICE**  
**8:30 a.m.** **September 3, 2024**

The Meeting was called to order by President Bill Petersen, Managers Bill Petersen, Robert Kovar, Keith Szczepanski, Jared Sands, Lein Schiller, and Brad Blawat were present. Mori Maher, Tyler Larson, Kyle Schlomann, Katrina Haugen, Tony Nordby, Jim Ducksted, Richard Meier, Todd Devorak, Ben Kleinwachter were also present. Jenna Lawrence and Jeff Hane were in attendance online.

Motion by Mr. Robert Kovar, seconded by Mr. Jared Sands to approve the agenda as amended to move #1 Building committee update from Managers to Guests and to remove Managers Oath of Office from the agenda. Motion unanimously carried.

John Hams and Mark McGregor joined the meeting at approximately 8:35 a.m.

Motion by Mr. Keith Szczepanski, seconded by Mr. Lein Schiller to approve the Minutes of the September 3, 2024, meeting as presented. Motion unanimously carried.

The treasurer's Report was reviewed and filed with the auditor.

Motion by Mr. Keith Szczepanski, seconded by Mr. Brad Blawat to pay the following bills: From Payroll checks #7169-7178 in the amount of \$20,411.24; From Administrative Funds checks #19985-20000 in the amount of \$25,957.57 including ACH withdrawals; From Project funds check #3538-3548 in the amount of \$760,295.59; From Ditch funds check #3724-3734 in the amount of \$213,786.53. Motion unanimously carried.

Joey McGregor joined the meeting at approximately 8:45 a.m.  
Rolland Miller joined the meeting at approximately 8:45 a.m.

Ben Kleinwachter was in attendance to discuss Permit 24-060 that was approved at the last board meeting. Kleinwachter is not in agreement that the culvert size should be reduced, or that he is required to change the grade on an existing culvert. There has been more water added to the drainage area and cleaning of the township ditch has happened and is not reflected in LiDAR that was used to make the recommendation to reduce the pipe size to a 18".

Tim and Kent Rivard joined the meeting at approximately 9:00 a.m.

Motion by Mr. Keith Szczepanski, seconded by Mr. Lein Schiller to amend the boards decision on Permit 24-060 Ben Kleinwachter to lower a 30" CL culvert at 410 St NW between the NW4 of Sec 32 and the SW4 of Sec 29 by 0.6'; to realign the culvert with the coulee; to correct the invert of the 36" 210 Ave NW CL culvert between Sec 30-29, by the ½ mile line, on the condition that the coulee in the SE4 section 30 be cleaned prior to the aforementioned works, in Lincoln Township with the following findings. And Motion carried with Joey McGregor abstaining.

- 1) That the dysfunction of the natural drainage south and west causes the real drainage area to be closer to one square mile.
- 2) The applicant is not asking for a bigger pipe, just to relay the existing size.
- 3) Not out of sizing scheme for what is downstream.

Tim and Kent Rivard were in attendance to discuss the spoil bank elevation on JD #16 section line 26/35 Vega Township. Rivard asked if he is able to bring the road back to the original elevation instead of lowering the spoil elevation as the Johnsons did. It was the consensus of the board that if Vega Township allows the road to be raised that would be sufficient to bring them into compliance with the Watershed District.

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Ben Kleinwachter left the meeting at approximately 9:20 a.m.  
Mark McGregor left the meeting at approximately 9:20 a.m.  
Dillon Nelson joined the meeting at approximately 9:20a.m. (virtual)  
Jenna Lawrence left the meeting at approximately 9:30 a.m. (virtual)  
Jesse Morrow joined the meeting at approximately 9:32 a.m. (virtual)

Administrator Maher provided an update on the office renovations and the meeting with YHR and Diversified Contractors. It was the consensus of the board review the scope of work for the renovations to the office and update the board in January 2025 with the new scope and then re-notice for bids.

Richard Meier left the meeting at approximately 9:45  
Jesse Morrow left the meeting at approximately 9:45 a.m. (virtual)

Motion by Mr. Robert Kovar, seconded by Mr. Jared Sands to approve the following permit

Permit 24-063 Lincoln Township to dig up a 210th Ave NW 36" culvert that has the grade to the east and relay it with the grade to the west, to match the flow on the S.L 30-29 if Lincoln Township.

Motion unanimously carried.

Motion by Mr. Joey McGregor, seconded by Mr. Robert Kovar to approve the following permit:

Permit (24-066) Foldahl Township to remove a failing 30" culvert and install a 36" under 250th Ave NW on the S.L 20-21 Foldahl Township

Motion unanimously carried.

Jesse Morrow joined the meeting at approximately 9:50 a.m. (virtual)  
Dennis Erickson left the meeting at approximately 9:59 a.m.

Motion by Mr. Jared Sands, seconded by Mr. Joey McGregor to approve the following permit

Permit (24-068) Darin Moen to install 303 acres of field pattern drain tile in the W2 of Section 24 Higdem Township with 1/4" drainage coefficient; 50' tile spacings; to gravity outlet to Judicial Ditch #1 (~Sta 214+60)

Motion unanimously carried

Motion by Mr. Brad Blawat, seconded by Mr. Lein Schiller to approve the following permit

Permit (24-071) Tom Nelson (A) To install 2 crossings with 18" culverts and gates in the N 210th St Ditch on both sides of JD #14 Br. D (B) On the west side of Br. D move an existing crossing ~225' E to Br. D and install an 18" gate in the S 210th St Ditch (C) On the E side of Br. D

Motion unanimously carried

Motion by Mr. Robert Kovar, seconded by Mr. Jared Sands to approve the following permit

APPROVED

Permit (24-072) Todd Dvorak to lower an existing 24" CSP CL culvert through 320th Ave NW, near the Southwest corner of Section 5 Angus Township 12-inches and to clean and regrade ~4,200 feet of the East Township ditch along 320th Ave NW to a 0.05% grade.

Motion unanimously carried

The following permits were Administratively approved and reviewed:

Permit (24-067) Jay Johnson to raise low areas on the N & S spoilbank along CD #44 main to prevent water from overtopping the spoilbank and inundating the field. In the NE4 of Section 29 Angus Township

Permit (24-069) Ralph Larson Farms to widen an existing crossing and extend a 24" culvert along 130th St NW in the SW4 of Section 13 Northland Township.

Permit (24-070) Dean Peterson to add an approximately 10' long extension to the North end of an existing 30" CSP centerline culvert through 250th St NW in the SW4 of Section 13 Warrenton Township

Todd Dvorak left the meeting at approximately 10:12 a.m.

A discussion was held regarding drainage on JD #14 in New Solum Township. The railroad placed a sleeve in the culverts that run under the tracks, so the flow is restricted. New Solum Township is asking that the Railroad be requested to remove the sleeves that are in place or potentially add an additional culvert to restore the flow. The board directed Attorney Jeff Hane to draft a letter to the Railroad asking them to correct the restricted flow.

Engineering Technician Larson updated the board on sediment that is going to be removed on JD #14 Branch-E.

Dillion Nelson joined the meeting at approximately 10:19a.m.  
Jesse Morrow left the meeting at approximately 10:19 a.m. (virtual)

An update on the JD #15 Outlet repair was provided.

Dillon Nelson provided an update on the Timeline and schedule for the Newfolden Project and provided photos of progress.

Tony Nordby from Houston Engineering provided an update on Nelson Slough and a meeting with the DNR to review information.

Administrator Maher provided an update on Swift Coulee. The RIM boundaries have been accepted, and Attorney Hane is working on drafting easements with the landowners. Legal surveys will be coordinated with the landowners.

Administrator Maher provided an update on resolutions that will be submitted to MN Watersheds.

Motion by Mr. Joey McGregor, seconded by Mr. Keith Szczepanski to adopt the Polk County Minnesota 2023 Hazard Mitigation plan and authorize Mr. Bill Petersen to sign it. Motion unanimously carried.

Motion by Mr. Robert Kovar, seconded by Mr. Jared Sands to approve Administrative Assistant Haugen to work with Brady Martz to review and reconcile accounts in QuickBooks. Motion unanimously carried.

APPROVED

Motion by Mr. Joey McGregor, seconded by Mr. Brad Blawat to authorize Administrator Maher to execute a cleaning contract with Patty Fayette to do the office cleaning at \$100 per week. Motion unanimously carried.

Motion by Mr. Robert Kovar, seconded by Mr. Keith Szczepanski to authorize Administrator Maher to sign applications related to the Klipping property buy out. Motion unanimously carried.

Information on the 2024 BWSR Academy was provided for the board.

Manager McGregor asked if a letter of compliance had been sent out to Neil Johnson and Stacy Loeslie regarding the road elevation and the spoil bank elevation on JD #16.

Motion by Mr. Lein Schiller, seconded by Mr. Keith Szczepanski that letters be sent out to Neil Johnson and Stacy Loeslie stating that they are in compliance with the watershed regarding their spoil height along JD #16. Motion unanimously carried.

Discussion was held regarding the Lilac Ridge project and what the next steps are for contacting landowners.

Discussion was held on the ability to move the District office to a new location instead of renovating the existing space.

Managers were reminded that Per-Diems are due at the next meeting

The following meetings were announced:

1. RRWMB meeting Tuesday, September 17, 2024 at 10:00 a.m. in Ada, MN.
2. MSTRWD Regular Board of Managers Meeting Monday, October 7, 2024 at 8:30 a.m. at the District Office in Warren, MN
3. MSTRWD Regular Board of Managers Meeting Monday, October 21, 2024 at 8:30 a.m. at the district Office in Warren, MN

Motion by Mr. Robert Kovar, seconded by Mr. Brad Blawat to adjourn the Meeting. Motion unanimously carried.

The Meeting was adjourned at approximately 11:37 a.m.

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Katrina Haugen  
Recording Secretary

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Brad Blawat  
Secretary