

May 5, 2025 (a)

**APPROVED (as corrected 5-19-2025)**  
**REGULAR MEETING OF THE BOARD OF MANAGERS OF THE**  
**MIDDLE-SNAKE-TAMARAC RIVERS WATERSHED DISTRICT**  
**HELD VIRTUALLY USING MICROSOFT TEAMS AND AT THE TEMPORARY DISTRICT**  
**OFFICE**

**8:30 a.m.**

**May 5, 2025**

The Meeting was called to order by President Bill Petersen, Managers Bill Petersen, Robert Kovar, Keith Szczepanski, and Joey McGregor were present. Mori Maher, Kyle Schlomann, Tyler Larson, Danny Omdahl, Gunnar Bowman, Rolland Miller, Jim Duckstad and John Kowalski were also present. Jeff Hane was in attendance using Microsoft Teams.

Motion by Mr. Lein Schiller, seconded by Mr. Robert Kovar, to approve the Agenda, amended to include JD #25-2 Re-Establishment of Records under ditches as item #2 and Newfolden update under projects as item #2. Motion unanimously carried.

Olivia Morton joined the meeting at approximately 8:32 a.m.

Motion by Mr. Keith Szczepanski, seconded by Mr. Lein Schiller to approve the Minutes of the April 21, 2025, Meeting as presented. Motion unanimously carried.

Tony Nordby joined the meeting at approximately 8:35 a.m.

Motion by Mr. Robert Kovar, seconded by Mr. Joey McGregor to pay the following bills: from Administrative Funds check # 20115 for \$39,655.00; From Ditch Funds check #3775 for \$11,758.00. Motion unanimously carried.

Bryan Murphy joined the meeting at approximately 8:50 a.m., (virtual).

Dillon Nelson joined the meeting at approximately 9:00 a.m.

Olivia Morton from Brady Martz was in attendance to present the District's Audit Report. After the Report was presented, discussion was held regarding project balances.

Motion by Mr. Rober Kovar, seconded by Mr. Keith Szczepanski to accept the auditor's report as presented. Motion unanimously carried.

Olivia Morton left the meeting at approximately 9:15 a.m.

Bryan Murphy from H2Overviewers was in attendance to discuss Redetermination of Benefits and what their process is.

Bryan Murphy left the meeting at approximately 10:33 a.m., (virtual).

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

Permit 25-017 Marshall County Highway Department to remove and replace a structurally deficient and obsolete bridge (no.45534) where 440<sup>th</sup> Ave NW crosses CD #45 (Tamarac River), on section line 20/21, Donnelly Township, with proposed new bridge (no.45581).

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Motion unanimously carried.

Motion by Mr. Joey McGregor, seconded by Mr. Keith Szczepanski to approve the following permit:

Permit 25-021 Brent Aakre to install 155 acres of field pattern drain tile on the NE4 of Section 14 Fork Township with ¼" drainage coefficient; 20' & 40' tile spacings; 7.5-HP (728 GPM) VFD pump to outlet to the South ditch along 380<sup>th</sup> St NW.

Motion unanimously carried.

The following Permit was Administratively Approved and reviewed:

Permit 25-022 Warrenton Township to remove and replace a failed 24" CSP centerline culvert through 250<sup>th</sup> St NW in kind, on JD #20 Branch C (Sta 52+27), S.L. 14/23 Warrenton Township.

Gunnar Bowman and John Kowalski left the meeting at approximately 10:47 a.m.

Discussion was held regarding blow dirt in the ditches. Staff has identified at least 7 ditch systems that need to have blow dirt removed. It was the consensus of the Board to remove the blow dirt as needed.

Tony Nordby was in attendance to present information regarding the Re-Establishment of Records for a portion of JD #25-2.

Motion by Mr. Joey McGregor, seconded by Mr. Robert Kovar to set a Public Hearing for the Re-Establishment of Records on JD #25-2 for Monday, June 16, 2025 at 11:00 a.m. to be held at the Marshall County Courthouse in meeting room 1. Motion unanimously carried.

Administrator Maher provided an update on the Swift Coulee project and discussed a groundbreaking event to be held the week of May 19, 2025. Maher also presented a Change Order from Gladen Construction in the amount of \$5,235.00.

Motion by Mr. Keith Szczepanski, seconded by Mr. Lein Schiller to approve Change Order #1 in the amount of \$5,235.00. Motion unanimously carried.

Dillon Nelson from HDR Engineering was in attendance to provide an update on the Newfolden Project.

Administrator Maher discussed going to St. Paul to meet with Legislators about funding on May 8-9<sup>th</sup>.

Discussions were held regarding the office renovation project. A proposal to replace 4 windows in the office for \$8,963.00 was discussed. It was the consensus of the Board not to replace them as staff stated they did not seem to be causing an issue aside from a screen that needs replacement. The contractor asked if the District wanted to keep the old lighting that was removed. The Board asked for the lighting to be disposed of. A Change order on Asbestos

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Abatement was provided for the Board's review and approval. A proposal of some additional plumbing work was discussed but there was no cost associated with it. Hence, no decision was made. Also, Contractor proposed of a change in material on the steel roof and the siding color, color change is fine with the Board, but the material change needs to be specified. Hence no decision was made on that matter.

Motion by Mr. Rober Kovar, seconded by Mr. Lein Schiller to approve the Change order for the Asbestos Abatement. Motion unanimously carried.

Administrative Assistant Haugen provided information and pricing on desks for the offices from Norby's Work Perks. Haugen provided pricing on three desk options with both adjustable height and fixed height. The cost of the desks included Norby's assembling them in the office and a 12 year warranty.

Motion by Mr. Robert Kovar, seconded by Mr. Keith Szczepanski to authorize staff to select a desk of their choice from Norby's Work Perks. Motion unanimously carried.

Motion by Mr. Keith Szczepanski, seconded by Mr. Joey McGregor to adopt the following resolution:

WHEREAS, the Middle-Snake-Tamarac Rivers Watershed District (MSTRWD) is governed by a Board of Seven Managers six of which appointed by the Marshall County Board of Commissioners pursuant to Minnesota Statutes § 103D.311;

WHEREAS, the current practice has been to make new appointments or reappointments to the Board of Managers in August of each year;

WHEREAS, the Board of Managers finds that a January appointment date is better aligned with the calendar year, budget cycles, and administrative planning for the District;

NOW, THEREFORE, BE IT RESOLVED by the Board of Managers of the Middle-Snake-Tamarac Rivers Watershed District:

1. That the Board formally requests the Marshall County Board of Commissioners change the date of appointment or reappointment of MSTRWD Managers from August to January of the next year in each appointment cycle.
2. That this change shall take effect beginning this year. So, the Managers to be reappointed or new appointees of Aug of 2025, will be appointed in January 1<sup>st</sup> of 2026.

Current and Proposed Terms for MSTRWD Board of Managers:

Name	Current Term Expiration	Proposed New Appointment dates
Lein Schiller	August 27, 2025	January 1, 2026
Brad Blawat	August 27, 2025	January 1, 2026
Bill Petersen	August 27, 2026	January 1, 2027
Keith Szczepanski	August 27, 2026	January 1, 2027
Joey W. McGregor	August 27, 2027	January 1, 2028

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Jared Sands	August 27, 2027	January 1, 2028
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Motion unanimously carried.

Administrator Maher discussed hiring an Engineering Technician I with a salary range of \$42,000-\$50,400.

Motion by Mr. Robert Kovar, seconded by Mr. Joey McGregor to Advertise the position of Engineering Technician I. Motion unanimously carried.

Manager Bill Petersen and Administrator Maher provided an update from the Red River Watershed Management Boards (RRWMB) Special Meeting that was held April 22, 2025.

Administrative Assistant Haugen provided an update on the One Watershed One Plan grant reconciliation with the Board of Water and Soil Resources (BWSR) as the 2023-2025 implementation funds are nearing 50% spent.

Attorney Jeff Hane provided an update on the Zutz Et al. vs Erickson & MSTRWD lawsuit. The Minnesota Supreme Court declined the Petition to have the case heard.

The following meetings were announced:

1. MSTRWD Regular Board of Managers Meeting Monday, May 19, 2025 at 8:30 a.m., at 190 Marshall Street in Alvarado, MN.
2. RRWMB meeting Tuesday, May 20, 2025 at 10:00 a.m. in Ada MN

Motion by Mr. Robert Kovar, seconded by Mr. Lein Schiller to adjourn the Meeting. Motion unanimously carried.

The Meeting was adjourned at 12:32 p.m.

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Katrina Haugen  
Recording Secretary

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Lein Schiller  
Asst Sec/Treasurer