

August 4, 2025 (a)

**APPROVED
REGULAR MEETING OF THE BOARD OF MANAGERS OF THE
MIDDLE-SNAKE-TAMARAC RIVERS WATERSHED DISTRICT
HELD AT THE TEMPORARY OFFICE LOCATION IN ALVARADO**

8:30 a.m.

August 4, 2025

The Meeting was called to order by President Bill Petersen, Managers Bill Petersen, Keith Szczepanski, Lein Schiller, Brad Blawat, Joey McGregor and Robert Kovar were present. Mori Maher, Katrina Haugen, Kyle Schlomann, Robert Adam, Dillon Nelson (virtual), Rolland Miller, Jim Duckstad, Marc Horien, and Jeff Hane (virtual) were also present.

Motion by Mr. Robert Kovar, seconded by Mr. Brad Blawat, to approve the agenda with the addition of Tony Johnson License as item #1 under Legal; Notary as item #4 under Managers; and Office cleaning as item #5 under Managers. Motion unanimously carried.

Motion by Mr. Robert Kovar, seconded by Mr. Keith Szczepanski to approve the minutes of the July 7, 2025 meeting as presented. Motion unanimously carried

Motion by Mr. Lein Schiller, seconded by Mr. Brad Blawat to approve the minutes of the July 11 and 17, 2025 Special meeting as presented. Motion unanimously carried.

Loren and Ronnie Zutz joined the meeting at approximately 8:34 a.m.

Motion by Mr. Keith Szczepanski, seconded by Mr. Lein Schiller to approve the minutes of the July 21, 2025 meeting as presented. Motion unanimously carried.

Tony Nordby joined the meeting at approximately 8:38 a.m.

Loren and Ronnie Zutz were in attendance to discuss Hwy 1 blow dirt and other drainage issues. Following the discussion, Administrator Maher offered to work with the landowners on potential solutions, and to possibly help facilitate a petition to improve JD #25-1 if it were desirable to the landowners.

Loren and Ronnie Zutz left the meeting at approximately 9:35 a.m.

Motion by Mr. Joey McGregor, seconded by Mr. Brad Blawat to approve the following After the Fact permit with the conditions that each crossing must have the equivalent of an 18" circular pipe, that the spoil must be dozed down, and that any Westerly conveying drainage ways must remain open.

Permit 25-041 Holt Township to regrade the West ditch along 120th Ave NE, on the East line of Section 31 to a 0.03% grade for $\frac{3}{4}$ of a mile to drain water North to Marshall CD #15; to install a 18" culvert through a dry crossing on the East line of the NE NE of Section 31; to replace two crossing culverts along 120th Ave NE, in kind, in the NW SW and NE SE of Section 32 & 31 respectively.

Motion unanimously carried

Marc Horien left the meeting at approximately 9:48 a.m.

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

Permit 25-039 Wright Township to remove and replace a buried and failed culvert through 370th St NW, in the East ditch along 250th Ave NW, on the S.L. 15/22 Wright Township, with a new 30" culvert.

Motion unanimously carried

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The following Permits were Administratively Approved and reviewed:

Permit 25-038 Lincoln Township to remove and replace a 37"X22" CMPA crossing culvert in kind on the West line of the SW NW of Section 2 Lincoln Township.

Permit 25-040 Jay Rominski to install a new field access crossing with a culvert (size TBD) on the East side of 300th Ave NW, near the West quarter line of Section 10 McCrea Township.

Motion by Mr. Keith Szczepanski, seconded by Mr. Joey McGregor to authorize Managers Bill Petersen and Brad Blawat to sign SD #3 ditch Buffer easements with the McFarlands. Motion unanimously carried.

Engineering Technician, Kyle Schlomann, reported that Tony Weleski had finished removing sediment from the bottom of the Main Branch of JD #15, and that he would return at a later date to doze down and level the excess spoil, once it has dried. It was also reported that the Staff plans to survey Branch H and Branch G for potential sediment removal yet this fall.

Tony Nordby from Houston Engineering provided an update on Swift Coulee Phase I construction progress, the substantial completion is still before the end of September. Administrator Maher provided an update on Swift Coulee Phase II including an update on the conversation with one of the concerned landowners, the Project Work team Meeting that was held July 29th and the high scores this project has received relating to the LSOHC grant application.

Motion by Mr. Joey McGregor, seconded by Mr. Robert Kovar to continue charging staff time and expenses for the Klipping Property Buy Out to Administrative Funds. Motion unanimously carried.

Dillon Nelson from HDR Engineering provided an update on construction for the Newfolden Impoundment.

Administrator Maher and Tony Nordby shared information on the Nelson Slough project including the impoundment drawdown strategy and timeframe, flowage easements being secured, and JD 19 required easements being requested from the Joint Ditch Authority. Maher reported that the project will be announced for Bids later this year with potential of construction activities in winter months. Engineering Technician, Tyler Larson, was assigned as the District's representative to be onsite and observe downstream conditions throughout the drawdown process.

Administrator Maher reported that the new Engineering Technician, Robert Adam, will receive a District work cell phone by the end of the week.

Administrative Assistant Haugen provided an update on the Office Renovation Project.

Motion by Mr. Joey McGregor, seconded by Mr. Robert Kovar to authorize the purchase of a refrigerator/freezer and 2-55" TV's for the renovated office. Motion unanimously carried.

The proposed 2026 Budget and Ditch Levies were presented and reviewed by the Board.

Motion by Mr. Robert Kovar, seconded by Mr. Keith Szczepanski to set the 2026 Budget Hearing date for Tuesday, September 2, 2025, at 10:00 a.m. Motion unanimously carried.

Administrative Assistant Haugen provided an update on the iPads that were purchased for the board of Managers.

APPROVED

There was discussion on authorizing members of Staff to become a Minnesota Notary Public. It was the consensus of the Board that any District employee who is interested in becoming a Notary is authorized to do so.

Administrative Assistant Haugen inquired the Board of Managers about expanding the cleaning contract for the office to cover additional items that are not covered by the routine cleaning contract and would necessitate an additional charge, such as cleaning the blinds/drapery and carpet cleaning. One suggestion was to pay an additional \$10 surcharge for each time the blinds are to be cleaned, etc. It was the consensus of the board that the Administrative Assistant be authorized to address any additional cleaning items, and their respective rates, with the cleaning contractor as needed.

It was announced that Administrator Maher and Mr. Bill Petersen would be attending an event in Fargo, ND on Thursday, August 7th, and would be taking a tour of the FM Diversion Project.

Motion by Mr. Keith Szczepanski, seconded by Mr. Lein Schiller to authorize Mr. Bill Petersen, and Mr. Brad Blawat to sign the License for the Placement and Maintenance of Drain Tile Pump for R & L Johnson Ag Holdings, LLC's Permit 24-078. Motion unanimously carried.

The License for the Placement and Maintenance of Drain Tile Pump will be recorded with Marshall County and satisfies the boards order regarding the violation of Permit 24-078.

The following meetings were announced:

1. MSTRWD regular Boad of Managers Meeting Minday, August 18, 2025 at 8:30 a.m. at the Temporary Office in Alvarado.
2. RRWMB regular monthly meeting Tuesday, August 19, 2025 at 10:00 a.m. in Ada MN

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

The Meeting was adjourned at 11:48 a.m.

Katrina Haugen
Recording Secretary

Brad Blawat
Asst Sec/Treasurer