

September 2, 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.

September 2, 2025

The Meeting was called to order by President Bill Petersen, Managers Bill Petersen, Keith Szczepanski, Lein Schiller, Jared Sands, and Joey McGregor were present. Mori Maher, Katrina Haugen, Kyle Schlomann, Tyler Larson, and Robert Adam were also present.

Motion by Mr. Keith Szczepanski, seconded by Mr. Lein Schiller, to approve the agenda as presented. Motion unanimously carried.

Jeff Hane joined the meeting at approximately 8:32 a.m. (virtual)

Motion by Mr. Joey McGregor, seconded by Mr. Keith Szczepanski to approve the minutes of the August 18, 2025, meeting as presented. Motion unanimously carried

Motion by Mr. Joey McGregor, seconded by Mr. Keith Szczepanski, to approve the following permit with the conditions that there can be no changes to existing surface drainage patterns. No surface inlets are permitted. The applicant must furnish an as-built drawing once the work is complete, and the Staff shall do an inspection to verify compliance:

Permit 25-042 Zachary Green to install 190 acres of field pattern drain tile in parts of the NW4 SW4 of Sec 33 and the SE4 of Section 32 West Valley Twp with ¼" D.C.; 100' tile spacings; a 15" dual wall, gravity outlet to the South ditch along 340th St NW, in the NE4 NW4 of Section 6 Marsh Grove Township.

Motion carried with Mr. Robert Kovar abstaining.

Tony Nordby joined the meeting at approximately 8:36 a.m.

Robert Kovar joined the meeting at approximately 8:41 a.m.

Motion by Mr. Robert Kovar, seconded by Mr. Joey McGregor to approve the following permit on the condition that they petition the lands to be tiled into the Benefited Area of CD #43. With the findings that 1) the NW4 of Section 29, Numedal Township does not directly pay benefits to CD #43. 2) While this property is in the JD #25-2 benefitted area, the discharged tile water cannot easily be made to flow to JD #25-2. 3) The proposed tile will provide an additional drainage benefit that was likely not accounted for in the last redetermination of benefits for the JD #75, CD #43, & JD #25-2 drainage systems, which were all redetermined in 1989.

Permit 25-048 Jay Giroto- BRAF Farmland Holdings GP to install 114 acres of field pattern drain tile in the NW4 of Section 29 Numedal Township with ¼" D.C.; 50' & 100' tile spacings; a 5-hpp (540 GPM) VFD pump to outlet to a private line ditch that runs North-South along the West line of Section 29 Numedal Township.

Motion unanimously carried

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

Permit 25-050 Monroe Farms to install 22 acres of field pattern drain tile in the NW4 SE4 of Section 29 Comstock Township with 3/8" drainage coefficient; 50' & 100' tile spacings; (1) gravity outlet to the Snake River through an 8" CSP (156 GPM).

Motion unanimously carried.

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The following Permits that Administratively Approved were reviewed:

Permit 25-036 Johnson Family Farms, Inc to remove and replace an existing 15" CSP driveway entrance culvert in-kind on the North side of Marshall CSAH #20, in the SE4 SE4 of Section 10 Warrenton Township.

Permit 25-049 Philip Schaffhauser to remove two lines of 18" CMP through an existing crossing on the North side of 380th St NW, on the quarter line between the SW4 & SE4 of section 10 West Valley Township and to replace with a new, single line 24" culvert.

Engineering Technician Kyle Schlomann discussed the ditches and projects that were planned to be sprayed for cattails this year.

Discussion was held regarding the New Solum Twp culvert replacement on JD #14 Br B. It was reported that District staff were on site during and post project to inspect the work. Staff did not have any concerns with the new culvert and noted that the downstream scour was repaired by the contractor at the same time. Discussion was also had on the upcoming sediment removal on JD #14 Main. As part of the work, a private crossing culvert will need to be re-laid but due to the age of the pipe there is concern that the pipe will fail. Staff requested the District to cost share part of the culvert based on similar JD #14 crossings that the District has cost shared in recent years.

Motion by Mr. Robert Kovar, seconded by Mr. Lein Schiller to cost share 1/3 of the material, the install cost will be included in the ditch cleaning cost as the ditch it being repaired to the recently established grade. Motion unanimously carried.

Tony Nordby from Houston Engineering provided an update on Swift Coulee Phase I construction progress and Administrator Maher provided an update from the Lessard Sams Outdoor Heritage Council Hearing he attended at the end of August in St. Paul, MN.

Dillon Nelson from HDR Engineering provided an update on the construction of Newfolden Impoundment, and the Letter of Map Revision (LOMR) to remove Newfolden from the 100 yr. flood plain.

The Regular Board meeting was recessed at 10:00 a.m. for the 2026 Budget Hearing.

The Budget Hearing was opened at 10:04 a.m.

The Chairman of the board, Bill Petersen opened the Hearing. Those present were: Bill Petersen, Robert Kovar, Keith Szczepanski, Lein Schiller, Jared Sands, Joey McGregor, Mori Maher, Tyler Larson, Katrina Haugen, Kyle Schlomann, Robert Adam, Dillon Nelson, and Tony Nordby. Attorney Jeff Hane was in attendance using Microsoft Teams.

Motion by Mr. Robert Kovar, seconded by Mr. Joey McGregor to:

- 1) Adopt the 2026 Administrative and Project Fund Levies as follows:

Building Maintenance	15,000	Legal/Profession/Administrative Services	102,000
Utilities	6,500	Managers Expenses	9,000
Supplies/Equipment	30,000	Association Dues	8,000
Telephone	3,500	Employee Mileage/Expenses	10,000
Publication/Printing	5,000	Vehicle Expenses	20,000
Postage	2,000	Employee Payroll/Fringes	535,000
Miscellaneous	1,075	Project Construction	15,500

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Insurance	30,000	USGS Stream Gage & Cost Share	10,000
Property Taxes	100	Stream Maintenance	3,500
			806,100
		Less Estimated Project Expenses	456,100
		Net Administrative Budget	350,000

- 2) The Secretary certify to the Auditors of Marshall, Polk, Pennington, Kittson, and Roseau Counties an Administrative Fund Levy of \$350,000.00.
- 3) Authorize The Secretary to certify to the Auditors of Marshall, Polk, Pennington, Kittson, and Roseau Counties, a Project Fund levy of 0.0003627 (75% times 0.04836) times the Estimated Market Value of all taxable property within the District.

Motion unanimously carried.

Motion by Mr. Robert Kovar, seconded by Mr. Keith Szczepanski for:

- 1) The Secretary to certify the following Ditch repair and maintenance levies to the Auditors of Marshall, Polk, and Pennington Counties:

	Marshall			Polk			Pennington	
Ditch	Levy Projected Receipts	Percent (Benefits)		Levy Projected Receipts	Percent (Benefits)		Levy Projected Receipts	Percent (Benefits)
JD #1	9,944	2.00%		158,440	5.00%			
JD #14	44,275	4.50%					8,235	2.50%
JD #15	53,748	3.50%						
JD #16	4,647	0.50%						
JD #17	435	1.00%		6,271	1.00%			
JD #20	41,211	1.75%						
JD #21	22,387	8.00%						
JD #24	2,474	1.00%		925	1.00%			
JD #25-1	7,773	2.00%		11,421	2.00%		1,081	2.00%
JD #25-2	5,665	8.00%		34,236	8.00%		21,605	8.00%
JD #28	40,000	71.4%						
JD #29	55,948	2.50%						
JD #68				6,203	2.50%			
JD #75				127,870	3.50%			
CD #39	7,541	6.00%						
CD #39 Imp	1,085	1.00%						
CD #43				64,688	5.50%			
CD #44				25,028	2.50%			
CD #175				34,069	0.50%			
SD #3	157,504	2.00%						
WD #2	1,621	4.00%						
WD #4	5,867	6.00%		2,135	6.00%			
WD #5				12,840	0.50%			

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WD #6				9,704	0.50%			
WD #7	6,090	2.00%		681	2.00%			
WD #7 Imp	190	0.25%		2,983	5.50%			
PL566 Lien	25,219	0.21638						
PL566 Maintenance	17,482	0.150%						
PL566 Rebuild	3,380	0.000290%						

Motion unanimously carried

Motion by Mr. Keith Szczepanski, seconded by Mr. Lein Schiller to accept the Red River Watershed Management Board Levy of 75% of the maximum allowable rate (.04836).

Motion by Mr. Robert Kovar seconded by Mr. Lein Schiller to close the hearing, motion unanimously carried.

The Budget Hering was closed at 10:27 a.m.

The regular meeting was reconvened at 10:27 a.m.

Tony Nordby and Mori Maher provided an update on the Nelson Slough schedule, beaver dams, easements, and the drawdown.

Dillon Nelson left the meeting at approximately 10:30 a.m.

Administrator Maher provided an update of the Resolutions that were submitted to MN Watersheds.

Administrative Assistant Katrina Haugen and Administrator Maher provided an update on the office construction and the schedule.

Private Plan Information on the new Minnesota Paid Family and Medical leave was presented.

Motion by Mr. Jared Sands, seconded by Mr. Keith Szczepanski that the Watershed District apply for the private plan and submit the request to the state for approval with the Watershed District covering 100% of the premium. Motion unanimously carried.

The following meetings were announced:

1. MSTRWD regular Board of Managers Meeting Monday, September 15, 2025, at 8:30 a.m. at the Temporary Office in Alvarado.
2. RRWMB Regular Meeting Tuesday, September 16, 2025 at 10:00 a.m. in Ada, MN
3. MSTRWD regular Board of Managers Meeting Monday, October 6, 2025 at 10:00 a.m. Location TBD

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

The Meeting was adjourned at 11:14 a.m.

Katrina Haugen
Recording Secretary

Lein Schiller
Asst Sec/Treasurer