

November 17, 2025 (a)

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

**8:30 a.m.**

**November 17, 2025**

The Meeting was called to order by President Bill Petersen, Managers Bill Petersen, Keith Szczepanski, Robert Kovar, Lein Schiller and Jared Sands were present. Mori Maher, Kyle Schломann, Tyler Larson, Katrina Haugen, Robert Adam, Tony Nordby, Rob Sip, and Jim Duckstad were also present.

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

Motion by Mr. Robert Kovar, seconded by Mr. Keith Szczepanski to approve the minutes of the November 3, 2025, meeting as presented. Motion unanimously carried

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

The Treasurers Report was reviewed and filed for the Auditor

Motion by Mr. Robert Kovar, seconded by Mr. Lein Schiller to pay the following checks: Payroll checks 7343-7353 in the amount of \$20,614.18; From Administrative Funds check #20223-20238 in the amount of \$95,508.26 including ACH withdrawals; From Project Funds check #3702-3709 in the amount of \$341,749.75; From RRWMB funds check #235 in the amount of \$8,835.44; From Ditch Funds checks #3823-3824 in the amount of \$61,735.00 holding Administrative Check #20238 for the Office Renovation Project until the project close out process completes to Administrator Maher's acceptance. Motion unanimously carried.

Executive Director Rob Sip from the Red River Watershed Management Board (RRWMB) was in attendance to provide the board with an update on the RRWMB 2026 budget, 2025 Annual Report, Legislative activities, and upcoming meetings.

Motion by Mr. Keith Szczepanski, seconded by Mr. Lein Schiller to approve the following permit:

Permit 25-075 MN DOT To remove and replace bridge 3337 (3-10' X 6' RC Box Culverts) in-kind with new bridge 45' X 22' (3-10' X 6' RC Box Culverts) where US Highway 75 crosses an unnamed coulee in SW NE of Section 22 Middle River Township.

Motion unanimously carried

Motion by Mr. Lein Schiller, seconded by Mr. Robert Kovar to approve the following permit:

Permit (25-077) MN DOT to remove a failing 24" CSP crossing culvert and replace it with a new 30" CAS culvert on the East side of MN Highway 220, in the NW4 SW4 of Section 10 Eagle Point Township.

Motion unanimously carried

The following Administratively Approved permit was reviewed

Permit 25-078 Robert Elseth to extend an existing 18" crossing culvert in the S2 SE4 of Section 19 McCrea Township, on the West side of 320<sup>th</sup> Ave NW.

APPROVED

Technician Kyle Schlomann provided an update on Sediment removal work that is taking place on JD #15, and JD #28.

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

Dillon Nelson from HDR Engineering was in attendance to provide an update on the Newfolden Impoundment Project, the status of the Letter of Map Revision (LOMAR). Discussion was held regarding the automated gate control structure for the Impoundment. It was discussed to get pricing for 7-240 amp actuators so that we have the one needed for Newfolden as well as the 6 that will be needed for the Nelson Slough gate as the cost is the same as a 120 amp but the delivery time is approximately 6 months out.

Motion by Mr. Robert Kovar, seconded by Mr. Keith Szczepanski to approve purchasing and installing an automated gate system for the Newfolden Impoundment spending no more than \$70,100 for the installation and equipment. Motion unanimously carried.

Administrator Maher and Tony Nordby from Houston Engineering provided an update on the Nelson Slough project including discussions on the Easements yet to be acquired and rates to be paid for easements, funding from Flood Hazard Mitigation, and Funding from the RRWMB. Krista Pietruszewski from the North Star News was in attendance to ask questions about the Nelson Slough project and gather information.

Administrator Maher shared an update to his cash flow chart he presented at the last board meeting including reimbursement requests that have been submitted.

Administrative Assistant Katrina Haugen provided the Minnesota Paid Leave Employee Notice to the board for their review and signatures.

The next One Watershed One Plan Policy Committee meeting will be held on Wednesday, November 19, 2025 at 1:00 p.m. at the Watershed District Office in Warren.

Administrator Maher provided information on two DPA requests that have been received and responded to.

Attorney Jeff Hane provided an update on work his office is doing for the Watershed District.

The following meetings were announced:

1. MSTRWD Advisory Meeting Monday, November 17, 2025 at 1:30 p.m. in Stephen, MN.
2. RRWMB Meeting Tuesday, November 18, 2025 at 10:00 a.m. in Ada, MN
3. MSTRWD regular Board of Managers Meeting Monday, December 1, 2025 at 8:30 a.m. at the District Office in Warren, MN

Motion by Mr. Robert Kovar, seconded by Mr. Keith Szczepanski to adjourn the Meeting. Motion unanimously carried.

The Meeting was adjourned at 10:32 a.m.

---

Katrina Haugen  
Recording Secretary

---

Lein Schiller  
Asst Secretary/Treasurer