

February 2, 2026 (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.

February 2, 2026

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, Kyle Schlomann, Tyler Larson, Katrina Haugen, Robert Adam, Rolland Miller, and Tony Nordby were also present. Jeff Hane and Brad Blawat were in attendance using Microsoft Teams.

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

Motion by Mr. Lein Schiller, seconded by Mr. Keith Szczepanski to approve the minutes of the January 20, 2026, meeting as presented. Motion unanimously carried.

Manager Robert Kovar joined the meeting at approximately 8:33 a.m.

Motion by Mr. Joey McGregor, seconded by Mr. Jared Sands to approve the following permit contingent upon PKM successfully petitioning the land into the Benefited Area of JD #16.

Permit 26-001 PKM to install 2 acres of drain tile with a 1 hp (14 GPM) pump; 3/8" drainage coefficient; 20' tile spacing the S2 NW4 of Section 36 Warrenton.

Motion unanimously carried

The following Administratively Approved Permit was reviewed:

Permit 26-002 Ken Johnson to install a flap gate on the tile pump outlet located in the SW4 Section 2 Warrenton Township.

Dillon Nelson joined the meeting at approximately 8:40 (virtual)

Administrator Maher, Technician Kyle Schlomann and Tony Nordby from Houston Engineering presented information regarding the existing culvert scheme on JD #25-1 Lateral 2. It was the consensus of the Board to direct Houston Engineering to perform hydrological modeling analysis for JD #25-1 Lateral 2 and for the Staff to survey the ditch in the Spring, as needed.

Jim Duckstad joined the meeting at approximately 9:07 a.m.

Administrator Maher provided an update to the Board regarding the funding sources for Nelson Slough and provided some background information about the Red River Watershed Management Board, Flood Hazard Mitigation program, and the Lessard Sams Outdoor Heritage Fund. Maher stated that for the Flood Hazard Mitigation grant, the JD #19 ditch work was removed from the application.

Motion by Mr. Joey McGregor, seconded by Mr. Keith Szczepanski to authorize Mr. Bill Petersen and Mr. Brad Blawat to sign the easement with James and Christina Jacobson for the Nelson Slough project. Motion unanimously carried.

Dillon Nelson from HDR Engineering provided an update on the Letter of Map Revision for Newfolden.

Administrator Maher stated that he is planning to start meeting with the individual landowners for Phase 2 of Swift Coulee and he is waiting for the 2026 RIM (Reinvest in Minnesota) rates to be released. Anticipated construction will start in 2027.

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Administrator Maher reported that he is planning to hold a meeting with the township officials along SD #3 to gauge interest in doing a project similar to what is being pursued for Marshall CD #45. After meeting with the township officials, Maher will proceed with landowner meetings.

Administrator Maher provided some information on retainage rates to set for contracts.

Motion by Mr. Joey McGregor, seconded by Mr. Jared Sands to set the retainage rate for contracts at 10% unless set otherwise by the Board of Managers. Motion unanimously carried.

Motion by Mr. Lein Schiller, seconded by Mr. Keith Szczepanski to authorize Administrator Maher to move forward with the proposal from Brady Marts for an accounting process review. Motion unanimously carried.

Information was provided by Tony Nordby and Administrator Maher regarding available grant funds for modeling the 10-year floodplain on certain sub-watersheds. Maher asked the board what areas they would like to prioritize within our Watershed District. Currently, funding is being applied for and the priority areas are being identified.

Motion by Mr. Joey McGregor, seconded by Mr. Jared Sands to prioritize the Middle River and the Snake River for mapping the 10-year floodplain.

Dillon Nelson left the meeting at approximately 11:41 (virtual)

Discussion was held regarding Ditch Interest to be charged to ditches with deficit accounts. The ditch interest rate was at 6% for 2024 and 2025.

Motion by Mr. Joey McGregor, seconded by Mr. Keith Szczepanski to set the 2026 Ditch Interest Rate at 6% for all ditches excluding WD #8 as it was just established in 2025 and will not start receiving levy income until this year. Motion unanimously carried.

Discussion was held regarding the proposed Amended Rules revisions that have been ongoing. After some recommendations from the Board, it was decided to set the public hearing date and time for the proposed Amended Rules.

Motion by Mr. Robert Kovar, seconded by Mr. Joey McGregor to set a Public Hearing for the Watershed Districts Amended Rules for Monday, March 16, 2026, at 10:30 a.m. at the Watershed District Office in Warren. Motion unanimously carried.

The Watershed District's Hazardous Weather Leave Policy was discussed, no changes were made.

Motion by Mr. Joey McGregor, seconded by Mr. Robert Kovar to approve Administrative Assistant Haugen's changes to the Personnel Policy regarding Probationary employees and removing the streaming music policy from prohibited use of internet. Motion unanimously carried.

The 2025 Pay equity report was submitted and the compliance letter has been received.

The Personnel Committee recommended to the Board of Managers to move Technicians Kyle Schlomann and Tyler Larson from Engineering Technician II to Engineering Technician III with a 7.5% pay increase and to give Administrator Maher a 7.5 % Pay increase.

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Motion by Mr. Lein Schiller, seconded by Mr. Keith Szczepanski to move Kyle Schломann and Tyler Larson from a Engineering Technician II to a Engineering Technician III with a 7.5% pay increase effective February 1st, 2026. Motion unanimously carried.

Motion by Mr. Joey McGregor, seconded by Mr. Lein Schiller to give Administrator Maher a 7.5% pay increase effective February 1, 2026. Motion Unanimously carried.

Jim Duckstad left the meeting at approximately 12:25 a.m.

Board President and Red River Watershed Management Board representative Bill Petersen provided an update from the last meeting that was held January 20th in Ada, MN

Administrator Maher provided clarification on the DPA report from the last meeting, one DPA request was received and one DPA request was responded to.

The following meetings were announced:

1. RRWMB regular meeting Tuesday, February 17, 2026 at 10:00 a.m. in Ada, MN
2. MSTRWD regular Board Meeting Tuesday, February 17, 2026 at 8:30 a.m. at the District Office in Warren, MN
3. Legislative Breakfast and RRWMB meeting with Agencies March 3rd-5th in St. Paul, MN

Motion by Mr. Robert Kovar, seconded by Mr. Jared Sands to adjourn the Meeting. Motion unanimously carried.

The Meeting was adjourned at 12:58 p.m.

Katrina Haugen
Recording Secretary

Lein Schiller
Asst Secretary/Treasurer