

**Minutes of the Regular Meeting of the Board of Managers  
Of the Two Rivers Watershed District  
Held: Thursday, January 2, 2025 @ 8:00 a.m.**

The Board of Managers of the Two Rivers Watershed District held their regular meeting beginning at 8:45 a.m. on Thursday, January 2, 2025. The meeting was held in the District office in the Kittson County Courthouse, 410 S. 5<sup>th</sup> Street, Hallock, MN.

Managers present included President Rick Sikorski, Vice President Roger Anderson, Secretary Daryl Klegstad, and Bruce Anderson. Treasurer Gerald Olsonawski, Scott Klein and Mark Langehaug were absent.

Others present included District Administrator Dan Money, District Technician Tyler Coffield, Attorney Jeff Hane (Brink Lawyers), and Engineer Jake Huwe (HDR Engineering).

The meeting was called to order by President Sikorski. Sikorski then called for any additions or corrections to the proposed meeting agenda, which was then approved upon a **motion** by B. Anderson, **second** by Klegstad and **unanimous vote** of the Managers. The regular meeting minutes from December 12, 2024, were reviewed and approved upon a **motion** by Klegstad, **second** by R. Anderson and **unanimous vote**.

**Treasurer's Report:**

Money presented the treasurer's report including the fund balances, accounts listing, deposit detail, and profit and loss. It was noted that checks written for the month include check numbers 10317 through 10350 and electronic funds transfers to PERA, MN Dept. of Revenue, Electronic Federal Tax Payment System, and MN State Retirement System as reported and contained within the report.

The treasurer's report was then approved upon a **motion** by B. Anderson, a **second** by Klegstad, and a **unanimous vote** by the Board.

**Administrator's Report:**

District Administrator Money gave a report on the following and distributed a handout:

**Program Report:**

*Citizen's Advisory Committee:* Discussion was held to schedule an annual meeting of the committee and how to foster participation. Statutory requirements were reviewed and discussed. The Board of Managers set the committee meeting for 8:00 a.m. – 9:00 a.m. on

Thursday, February 6, 2025, prior to the monthly regular meeting of the Board of Managers.

*New Staff Position – Administrative Assistant:* The Board of Managers reviewed a draft position description, benefits and advertisement for this new position. Administrator Money will place the advertisement in area newspapers and the position will be open until filled.

*Juneberry Project Work Team –* A meeting that was scheduled for January 9, 2025 has been postponed and will be held on February 27<sup>th</sup>, 2025. This will give the project engineers more time to work on modelling information that will be presented.

*Upcoming Meetings –* the following meetings of interest were discussed. All Managers are encouraged to attend.

- Board of Water & Soil Resources Manager Orientation  
January 28, 2025
- Flood Damage Reduction Work Group annual  
conference March 18-19, 2025

*RRWD:* Discussion was held regarding a potential joint meeting with the Roseau River Watershed District. This has been done at various times in the past, and it has been a few years since the last one. These meetings give an opportunity to discuss projects and programs of each district and discuss any issues along the common boundary of the two districts. The Board directed the Administrator to contact the RRWD to possibly schedule a meeting.

#### **Legal Ditch Report:**

*Kittson County Ditch #13 – Improvement:* The Board previously authorized the hiring of Viewers for the project. Administrator Money has been discussing with a company called the H2Overviewers, and presented a contract that they have proposed. Attorney Hane has reviewed the contract and pointed out concerns that it did not contain an end date, not much information on how to terminate the contract if either party so desires, meeting attendance by viewers virtually or in person, and various other points. Upon a **motion** by Klegstad, **second** by Sikorski and **unanimous vote** the Board authorized a contract subject to the condition the H2Overviewers agree to an addendum addressing the TRWD's concerns. J. Hane was directed to provide the language for the addendum.

*Kittson County Ditch #7 – Improvement:* A status report was given regarding this project. Engineer B. Carlson has not yet completed the final engineer's report. Also the viewer's report is on hold pending information that Carlson needs to supply to them regarding the outlet and areas where additional flood/flowage easements will be required.

Discussion was held on the possible need for an informational meeting. It was noted the Board will await the Engineer and Viewer reports and decide how to proceed at that time. Then the next steps will be to write and distribute a property owners report and hold a public hearing.

**Project Report:**

*Klondike Clean Water Retention Prj. #11:*

- Right of Way
  - DNR Land Exchange - Discussion was held regarding the status of the land exchange. One item needing attention is for the TRWD to release a perpetual easement that it holds in section 10 of Klondike Township. The flood easement is no longer needed because the land will not be inside of the impoundment, rather it will be traded to DNR. Upon a **motion** by B. Anderson, **second** by Klegstad and **unanimous vote**, the Board authorized the release and cancellation of the flood easement it holds in section 10 of Klondike Township. Attorney Hane will coordinate the necessary documentation.
    - DNR has asked for various other items related to title insurance and other items related to providing a clear title. Brink Lawyers are working to address the DNR issues.

Manager Klegstad left the meeting at 10:00 a.m. This resulted in there being no quorum.

Further information was proved on the Klondike Clean Water Retention Project:

- Right of Way on DNR owned lands
  - the TRWD previously made application to the DNR to obtain right of way for the project across several parcels owned by DNR. These are located along the diked inlet portion of the project. DNR had asked for historical ditch right of way, and recently has assigned an easement number to the application and is circulating it amongst DNR divisions for review and comment. This is viewed as a positive step in the process.
    - The TRWD continues to discuss obtaining right of way with two private landowners. One has been willing to negotiate and both Hane and Money have been in contact. A meeting will be set to discuss price and documents needed for the easement. The other landowner has not been willing to negotiate, and the Board previously authorized to begin the eminent domain process. To that end, an updated land appraisal has been ordered and Hane will proceed with the necessary procedures.
      - Several parcels owned by TRWD that are adjacent or outside of the impoundment were discussed. It was noted an access issue may exist on 2 parcels because there is only a private road rather than a

township public road. Hane and Money were directed to contact the owner of the road to discuss an easement for access.

Manager Klegstad returned to the meeting at 11:20 a.m. resulting in there once again being a quorum.

- Permitting – Engineer Huwe reported he has begun the process of applying for a dam safety permit from the MN DNR. Computer modelling is needed to simulate a dam failure during different conditions (sunny day, rainy day, impoundment full, etc.). He has been providing info to DNR and will continue to coordinate this effort. It is anticipated the process can be completed in the summer 2025.
- Process – the project is proceeding according to MN Statute 103D. Once the necessary permits have been acquired, the final plans and specifications have been prepared, and construction bids have been received, the Board of Managers must convene a public hearing to review all information, take comments, make findings of fact and order the construction of the project.

With no other matters to come before the Board of Managers, the meeting was adjourned at 11:55 p.m.

Attest:

  
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Daryl Klegstad, Secretary

  
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Rick Sikorski, President