



MINUTES

Regular Meeting
January 27, 2025

The meeting of the Lake of the Woods Watershed Joint Powers Board was held at the Warroad Public Safety Building and remotely by Microsoft Teams (MT).

The meeting was called to order by JPB Chair, Jan Miller at 9:35 am.

JOINT POWERS BOARD MEMBERS PRESENT: Nancy Dunnell, Jan Miller, Bill Thompson, Glenda Phillipe, Ed Arnesen

OTHERS PRESENT: Mike Hirst, Janine Lovold, Chad Severts (MT), Josh Stromlund (MT), Ericka Halstensgard (MT), Andrew PirkI (MT), Don Bajumpaa (BWSR, MT)

AGENDA

Hirst requested an addition to the agenda under Check Signing Authority for taking Becky Buegler off Banking Authority as she is retiring. The motion was made by Phillipe, with a second by Dunnell to approve the amended agenda.

Affirmative: Phillipe, Thompson, Miller, Dunnell, Arnesen Opposed: None Motion carried.

ORGANIZATIONAL BUSINESS MEETING

• Officer Elections

Chair Miller handed the meeting over to Coordinator, Hirst, who then called for nominations for Chair of the LOWW JPB for 2025. Phillipe made a motion for nominations to cease and to keep offices as they currently are. The motion was seconded by Thompson. There were no other nominations or further discussions.

Affirmative: Miller, Phillipe, Thompson, Dunnell, Arnesen Opposed: None Motion carried.

The meeting was handed back to Chair Miller.

• Annual Business

The Annual Business Items were reviewed and updated for 2025. A motion was made by Thompson with a second by Arnesen to approval all the Organizational Items as listed in the table below.

Affirmative: Miller Phillipe, Thompson, Arnesen, Dunnell Opposed: None Motion carried.

2025 ANNUAL BUSINESS ITEMS

Quarterly Meeting Time, Location, Dates	Regular Meetings will be held on the fourth Monday of January, April, July, and October at 9:30 am at the Warroad Public Safety Building.
Fiscal Agent	Lake of the Woods SWCD
Coordinator(s)	Lake of the Woods SWCD and Roseau SWCD
Official Depositories	Border Bank of Baudette
Check Signing Authority	Nancy Dunnell; Ed Arnesen, Treasurer; Josh Stromlund, LOW SWCD District Manager; Mike Hirst, Resource Conservationist; Corryn Trask, Resource Conservationist <ul style="list-style-type: none">Remove Rebecca Buegler from the JPB Checking Account and Savings Account on February 28, 2025.
Board Member Compensation Rate	\$125.00 per meeting. This rate is per day, no matter how many meetings attended.

Mileage Rate	Quarterly basis to reflect the most current IRS rate. Any changes to the IRS mileage reimbursement rate will apply to all mileage occurring on or after the first day of the new quarter and will remain as such until the following quarter.																																																																				
Spending Authorizations	The Fiscal Agent has the permission to pay invoices on a monthly or quarterly basis outside of a JPB Meeting, upon the receipt of the Payment Request Voucher as eligible per policy of the Cooperative Agreement. The JPB will see the payments made at their next regular meeting.																																																																				
Official Newspaper	Northern Lights Region																																																																				
Committee Assignments	<table><tr><th>Name</th><th>1W1P Participation</th><th>Agency / Affiliation</th></tr><tr><td>Ed Arnesen</td><td>Joint Powers Board</td><td>Lake of the Woods County</td></tr><tr><td>Bill Thompson</td><td>Joint Powers Board</td><td>Warroad Watershed District</td></tr><tr><td>Glenda Phillipe</td><td>Joint Powers Board</td><td>Roseau County</td></tr><tr><td>Jan Miller</td><td>Joint Powers Board</td><td>Roseau SWCD</td></tr><tr><td>Nancy Dunnell</td><td>Joint Powers Board</td><td>Lake of the Woods SWCD</td></tr><tr><td>Mike Hirst</td><td>Implementation Committee</td><td>Lake of the Woods SWCD</td></tr><tr><td>Corryn Trask</td><td>Implementation Committee</td><td>Lake of the Woods SWCD</td></tr><tr><td>Scott Johnson</td><td>Implementation Committee</td><td>Roseau SWCD</td></tr><tr><td>Janine Lovold</td><td>Implementation Committee</td><td>Roseau SWCD</td></tr><tr><td>Josh Stromlund</td><td>Implementation Committee</td><td>Lake of the Woods County</td></tr><tr><td>Anthony PirkI</td><td>Implementation Committee</td><td>Lake of the Woods County</td></tr><tr><td>Ericka Halstensgard</td><td>Implementation Committee</td><td>Roseau County</td></tr><tr><td>Daryle Dahl</td><td>Implementation Committee</td><td>Roseau County</td></tr><tr><td>Joe Olafson</td><td>Implementation Committee</td><td>Warroad Watershed District</td></tr><tr><td>Chad Severts</td><td>Implementation Committee</td><td>Board of Water & Soil Resources</td></tr><tr><td>Arne Wick</td><td>Advisory Committee</td><td>DNR Eco-Waters</td></tr><tr><td>Cary Hernandez</td><td>Advisory Committee</td><td>MN Pollution Control Agency</td></tr><tr><td>Chad Severts</td><td>Advisory Committee</td><td>Board of Water & Soil Resources</td></tr><tr><td>Jeff Hrubes</td><td>Advisory Committee</td><td>Board of Water & Soil Resources</td></tr><tr><td>Bonnie Hasbrouck</td><td>Advisory Committee</td><td>Natural Resources Conservation Service</td></tr><tr><td>Jody Peek</td><td>Advisory Committee</td><td>Natural Resources Conservation Service</td></tr></table>			Name	1W1P Participation	Agency / Affiliation	Ed Arnesen	Joint Powers Board	Lake of the Woods County	Bill Thompson	Joint Powers Board	Warroad Watershed District	Glenda Phillipe	Joint Powers Board	Roseau County	Jan Miller	Joint Powers Board	Roseau SWCD	Nancy Dunnell	Joint Powers Board	Lake of the Woods SWCD	Mike Hirst	Implementation Committee	Lake of the Woods SWCD	Corryn Trask	Implementation Committee	Lake of the Woods SWCD	Scott Johnson	Implementation Committee	Roseau SWCD	Janine Lovold	Implementation Committee	Roseau SWCD	Josh Stromlund	Implementation Committee	Lake of the Woods County	Anthony PirkI	Implementation Committee	Lake of the Woods County	Ericka Halstensgard	Implementation Committee	Roseau County	Daryle Dahl	Implementation Committee	Roseau County	Joe Olafson	Implementation Committee	Warroad Watershed District	Chad Severts	Implementation Committee	Board of Water & Soil Resources	Arne Wick	Advisory Committee	DNR Eco-Waters	Cary Hernandez	Advisory Committee	MN Pollution Control Agency	Chad Severts	Advisory Committee	Board of Water & Soil Resources	Jeff Hrubes	Advisory Committee	Board of Water & Soil Resources	Bonnie Hasbrouck	Advisory Committee	Natural Resources Conservation Service	Jody Peek	Advisory Committee	Natural Resources Conservation Service
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Current Memorandum of Understandings and Agreements	<ul style="list-style-type: none">• Lake of the Woods Watershed Joint Powers Board Agreement• FY 2024 MN BWSR Watershed-Based Implementation Funding Grant Agreement																																																																				
Current Cooperative Agreements	<ul style="list-style-type: none">• FY24-01 L/W SWCD Admin/Coordination• FY24-02 Roseau SWCD Coordination• FY24-03 LOW SWCD Forest Management Plan• FY24-04 WWD Streambank Protection• FY24-05 L/W SWCD Shoreline Stabilization• FY24-06 L/W Ag Education• FY24-07 L/W Keep It Clean• FY24-08 Roseau SWCD Keep It Clean• FY24-09 L/W County Ditch 1 Stabilization																																																																				

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W-9 TAX PAPERWORK

Individual Board Members reviewed their information on their W-9 Tax Forms.

SECRETARY'S REPORT: OCTOBER 28, 2024 MINUTES

Minutes were reviewed. A motion was made by Dunnell with a second by Phillipe to approve the October 28, 2024 Minutes.

Affirmative: Miller, Phillipe, Thompson, Arnesen, Dunnell

Opposed: None

Motion carried.

TREASURER'S REPORT:

The financial reports were reviewed and discussed.

OLD BUSINESS

REVIEW FY22 GRANT CLOSEOUT REPORT

Chad Severts, BWSR, provided a presentation on the FY22 Grant Closeout Report. The Report shows that the State Implementation Funding was spent as was intended.

NEW BUSINESS

PERFORMANCE REVIEW AND ASSISTANT PROGRAM

Don Bajumpaa, BWSR provided a presentation on the Performance Review and Assistance Program for the LOWW mid-point assessment. The Kick-Off meeting was held early January. The survey has been sent out to all Partners and Committees. The Plan Goals and Actions progress that staff are reviewing is due mid-February. A draft Report will be reviewed by the BWSR Conservationist and LGUs in March before the Final Report is presented on April 28.

AUTHORIZE AUDIT BID

The audit fee by Peterson Company was discussed. It was decided that a letter to the Legislators would be drafted stating that the audit fee was unreasonable for services provided for just one grant. Support will also be asked by each SWCD Board; as well as letters from the other two JPB's that Roseau partners actively participate. The draft letter will be reviewed at the next meeting. Severts mentioned as an alternative that the State Auditor could do it with a significant delay. Severts will investigate the State's cost. A motion was made by Dunnell with a second by Arnesen to approve the Peterson Company LTD bid of \$4000 for the 2024 Audit of the LOWWJPB.

Affirmative: Miller, Phillipe, Thompson, Arnesen, Dunnell

Opposed: None

Motion carried.

MN COUNTIES INSURANCE TRUST PC AND WC RENEWAL 2025

The 2025 Invoice #2060R is \$1792.00. The Renewal was discussed. A motion was made by Thompson with a second by Arnesen to approve payment.

Affirmative: Miller, Phillipe, Thompson, Arnesen, Dunnell

Opposed: None

Motion carried.

Committee Reports

None

GENERAL INFORMATION AND DISCUSSION

REMINDER TO COMPLETE THE PERFORMANCE PROGRAM SURVEY

The survey should be completed by January 27.

PLAN REVISION

Plan revision was discussed. After consideration, the consensus is to wait for year 8 before starting the Plan amendment process. The amendment should take less than \$50,000 based on what HEI has been seeing when they have revised other watershed plans.

NEXT MEETING

- Regular Meeting: April 28, 2025 at 9:30 am
- Advisory Committee Meeting : April 28, 2025 after the JPB Meeting

ADJOURNMENT

The meeting adjourned at 10:52 am on a motion by Dunnell with a second by Arnesen.

Affirmative: Phillipe, Thompson, Arnesen, Miller, Dunnell

Opposed: None

Motion carried.

Nancy Dunnell
Secretary

4-28-25
Date

MINUTES

Regular Meeting April 28, 2025

The meeting of the Lake of the Woods Watershed Joint Powers Board was held at the Warroad Public Safety Building.

The meeting was called to order by JPB Chair, Jan Miller at 9:34 a.m.

JOINT POWERS BOARD MEMBERS PRESENT: Jan Miller, Bill Thompson, Glenda Phillipe, Ed Arnesen, Nancy Dunnell

OTHERS PRESENT: Mike Hirst, Janine Lovold

AGENDA

A motion was made by Phillipe with a second by Thompson to approve the agenda.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell Opposed: None Motion carried.

SECRETARY'S REPORT: JANUARY 27, 2025 MINUTES

A motion was made by Dunnell with a second by Thompson to approve the January 27, 2025 Minutes.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell Opposed: None Motion carried.

TREASURER'S REPORT:

The financial reports were reviewed and discussed.

OLD BUSINESS

None.

NEW BUSINESS

BORDER BANK – ONLINE VIEWING ACCESS

A motion was made by Dunnell with a second by Arnesen to approve Online Viewing Access to the Joint Powers Board Banking Accounts at Border Bank for Jacquelin Becklund, SWCD Office Assistant, along with Corryn Trask and Mike Hirst.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell Opposed: None Motion carried.

PETERSON COMPANY INDEPENDENT AUDIT UPDATE

A motion was made by Dunnell with a second by Phillipe to approve the Board Chair and the District Manager to sign the Management Representation Letter for financial statement accuracy and completeness.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell Opposed: None Motion carried.

COMMITTEE REPORTS

None.

GENERAL INFORMATION AND DISCUSSION

PLAN AMENDMENT

The amendment and process were discussed and the draft timeline was reviewed.

Upcoming Meetings

NEXT MEETINGS

Regular meeting: July 28, 2025 @ 9:30 am
October 27, 2025 @ 9:30 am

ADJOURNMENT

The meeting adjourned at 9:54 a.m. on a motion by Thompson with a second by Dunnell.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell

Opposed: None

Motion carried.

Nancy Dunnell
Secretary

7/28/2025
Date



MINUTES
Regular Meeting
Warroad Public Safety Building
July 28, 2025

The meeting of the Lake of the Woods Watershed Joint Powers Board was held at the Warroad Public Safety Building.

The meeting was called to order by JPB Chair, Jan Miller at 9:34 a.m.

JOINT POWERS BOARD MEMBERS PRESENT: Jan Miller, Bill Thompson, Nancy Dunnell, Glenda Phillipe, Ed Arnesen

OTHERS PRESENT: Mike Hirst, Janine Lovold, Chad Severts (BWSR), Jeff Hrubes (BWSR), via Teams - Corryn Trask

AGENDA

A motion was made by Dunnell with a second by Phillipe to approve the agenda.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell Opposed: None Motion carried.

SECRETARY'S REPORT: APRIL 28, 2025 MINUTES

A motion was made by Dunnell with a second by Phillipe to approve the April 28, 2025 Minutes.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell Opposed: None Motion carried.

TREASURER'S REPORT:

The financial reports were reviewed and discussed.

OLD BUSINESS

None.

NEW BUSINESS

APPROVE PETERSON AUDIT

A motion was made by Phillipe with a second by Arnesen to approve the Peterson Audit for 2024. Copies of the audit were handed out to board members.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell Opposed: None Motion carried.

APPROVE MID-POINT EVALUATION

The Evaluation was briefly reviewed and discussed. The Evaluation covers accomplishments, current status, and a self-assessment. A motion was made by Dunnell with a second by Arnesen to approve the Mid-Point Evaluation.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell Opposed: None Motion carried.

APPROVE MID-POINT GRANT APPLICATION / WORK PLAN / CONTRACT

A motion was made by Phillipe with a second by Arnesen to approve the submission of the Mid-Point Grant Application and Workplan and to allow the Fiscal Agent to sign the grant contract when it comes.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell

Opposed: None

Motion carried.

APPROVE HEI CONTRACT

A motion was made by Dunnell with a second by Thompson to approve the HEI consultant contract for the Lake of the Woods Plan amendment.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell

Opposed: None

Motion carried.

LOW SHORELINE STABILIZATION FY24-05 COOPERATOR AGREEMENT AMENDMENT REQUEST

The request is to move \$30,000 from Technical & Engineering to Construction. A motion was made by Phillipe with a second by Arnesen to approve the FY24-05 Cooperator Agreement Amendment request.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell

Opposed: None

Motion carried.

WWD FY24-04 COOPERATOR AGREEMENT AMENDMENT REQUEST

The request is to move \$14,000 from Construction to Technical & Engineering. A motion was made by Thompson with a second by Phillipe to approve the WWD FY24-04 Cooperator Agreement Amendment.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell

Opposed: None

Motion carried.

RSWCD FY24-10 COOPERATOR AGREEMENT REQUEST

The request is to approve a new Cooperator Agreement with Roseau SWCD for well sealing by moving \$1,000 from Ag Education to Groundwater. A motion was made by Arnesen with a second by Dunnell to approve the RSWCD FY24-10 Cooperator Agreement and funding move.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell

Opposed: None

Motion carried.

RSWCD FY24-11 COOPERATOR AGREEMENT REQUEST

The request is to approve a new Cooperator Agreement with Roseau SWCD for forest management by moving \$1000 from Ag Education to Planning & Assessment. A motion was made by Dunnell with a second by Phillipe to approve the RSWCD FY24-11 Cooperator Agreement and funding move.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell

Opposed: None

Motion carried.

GENERAL INFORMATION AND DISCUSSION**FISCAL YEAR 2026 WORK PLAN UPDATE**

Based on the Implementation Committee's July discussion that went over potential projects and programs for the next grant cycle, the FY26 Workplan will likely entail Administration, Education for Keep It Clean and Ag Education, Forest Stewardship Management, Streambank and Shoreland Projects, Technical and Engineering, and Groundwater.

PUBLIC KICKOFF MEETING

Suggestions for the Public Kickoff meeting include Warroad RiverPlace and Warroad High School Theater & Commons. The Warroad RiverPlace has a reasonable rental rate. Could do appetizers vs full meal. Landowners that have benefited from projects could be asked to give a little talk. A short presentation could be made. The number of project posters may dictate location. A promo could be sent with the utility bill. It was suggested that

the event be held in the 2nd half of October. The event budget will come from either JPB Operations or SWCD Administration/Coordination agreements.

PARTNER UPDATES

LOW and Roseau SWCD, along with the Sustainable Farming Association, are hosting a Workshop on August 6 in Badger with a classroom session in the morning and a field visit to the Didrikson ranch farm in the afternoon. The theme is Ranching Without Owning Cows.

Upcoming Meetings

NEXT MEETINGS

Regular meeting: October 27, 2025 @ 9:30 am

ADJOURNMENT

The meeting adjourned at 11:12 a.m. on a motion by Phillipe with a second by Dunnell.

Affirmative: Miller, Thompson, Phillipe, Arnesen, Dunnell

Opposed: None

Motion carried.

Nancy Dunnell
Secretary

11-6-25
Date

MINUTES
Regular Meeting
Warroad Public Safety Building
October 29, 2025

The meeting of the Lake of the Woods Watershed Joint Powers Board was held at the Warroad Public Safety Building.

The meeting was called to order by JPB Chair, Jan Miller at 9:05 a.m.

JOINT POWERS BOARD MEMBERS PRESENT: Jan Miller, Glenda Phillipe, Nancy Dunnell (MT), Ed Arnesen (MT), Bill Thompson (arrived 9:35 a.m.)

OTHERS PRESENT: Mike Hirst, Janine Lovold, Chad Severts, Corrine Trask, Josh Stromlund

AGENDA

A motion was made by Phillipe with a second by Dunnell to approve the agenda.

Affirmative: Miller, Phillipe, Arnesen, Dunnell Opposed: None Motion carried.

SECRETARY'S REPORT: JULY 28, 2025 MINUTES

A motion was made by Dunnell with a second by Arnesen to approve the July 28, 2025 Minutes.

Affirmative: Miller, Phillipe, Arnesen, Dunnell Opposed: None Motion carried.

TREASURER'S REPORT:

The financial reports were reviewed and discussed.

OLD BUSINESS

FY26 1W1P MIDPOINT GRANT BWSR AGREEMENT

The first portion of funds in the amount of \$32,987.50 has been received. This grant also follows the 50%, 40%, 10% installments.

NEW BUSINESS

LOW SWCD / ROSEAU MOTIONS FOR SERVICES - FY26 1W1P MIDPOINT GRANT

A motion was made by Phillipe with a second by Dunnell to approve reimbursement for work performed by LOW and Roseau SWCD staff as outlined in the Lake of the Woods One Watershed, One Plan Partnership Mid-Point Work Plan that was approved on July 28, 2025. No work has been carried out to date.

Affirmative: Miller, Phillipe, Arnesen, Dunnell Opposed: None Motion carried.

APPROVE TWO \$50 GIFT CARDS FOR THE OPEN HOUSE AND THE SURVEY

A motion was made by Dunnell with a second by Phillipe to approve \$100 reimbursement to LOW SWCD for the two gift cards used for the Open House door prize and Survey submission.

Affirmative: Miller, Phillipe, Arnesen, Dunnell

Opposed: None

Motion carried.

WATERSHED BOUNDARY CHANGE

The LOWW Joint Powers Board acknowledges the western boundary planning area change that had taken place in 2022 that will be carried forward in the plan amendment. The Roseau River WD had submitted a boundary change request to have their jurisdictional boundary within the borders of the Roseau River Watershed Planning Area. LOW SWCD and County, Roseau SWCD and County, and the Warroad Watershed District agreed to said boundary change per process and BWSR had finalized the change. BWSR has since retired the Interim Planning Boundaries for 1W1P data layer as of March 2025. This change does not change the funding formula used for WBIF grants. Changes in private lands acreages, miles of shoreline, or river miles are what can affect the funding formula per Chad Severts (BWSR).

GENERAL INFORMATION AND DISCUSSION

REVIEW FY26 WATERSHED BASED IMPLEMENTATION GRANT WORK PLAN

The FY26 Work Plan was reviewed and discussed. Shoreline project construction materials using natural materials versus rip rap were deliberated, along with landowner buy in, and project priority in the river system. The DNR prefers a system approach to fix erosion issues. A motion was made by Thompson with a second by Dunnell to approve submittal of the FY26 WBIF Work Plan. Cooperative Agreements will be reviewed and approved at the January meeting.

Affirmative: Miller, Phillipe, Arnesen, Dunnell, Thompson

Opposed: None

Motion carried.

QUARTERLY SUBMITTAL FOR PER DIEMS DURING THE PLAN AMENDMENT

Board Members who attend the monthly Plan Amendment meetings will be paid on a quarterly basis.

Upcoming Meetings

NEXT MEETINGS

Regular meeting: January 14, 2025 @ 8:30 am or TBD

ADJOURNMENT

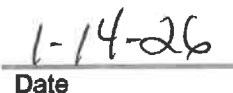
The meeting adjourned at 10:00 a.m. on a motion by Dunnell with a second by Thompson.

Affirmative: Miller, Phillipe, Arnesen, Dunnell, Thompson

Opposed: None

Motion carried.


Secretary


Date



MINUTES
Special Meeting
Warroad Public Safety Building
December 10, 2025

The special meeting of the Lake of the Woods Watershed Joint Powers Board was held at the Warroad Public Safety Building.

The meeting was called to order by JPB Chair, Jan Miller at 11:35 a.m.

JOINT POWERS BOARD MEMBERS PRESENT: Jan Miller, Glenda Phillipe, Nancy Dunnell, Bill Thompson

OTHERS PRESENT: Mike Hirst, Janine Lovold, Chad Severts (MT), Jeff Hrubes (MT), Josh Stromlund

AGENDA

A motion was made by Phillipe with a second by Dunnell to approve the agenda.

Affirmative: Miller, Phillipe, Dunnell, Thompson

Opposed: None

Motion carried.

NEW BUSINESS

APPROVE FY26 LOW WBIF GRANT AGREEMENT AND DESIGNATE AUTHORIZED SIGNER

A motion was made by Phillipe with a second by Thompson to approve the FY26 LOW WBIF grant agreement and to designate Mike Hirst as the Authorized Signer for the grant. The total grant is \$549,194.

Affirmative: Miller, Phillipe, Dunnell, Thompson

Opposed: None

Motion carried.

Upcoming Meetings

NEXT MEETINGS

Regular meeting: January 14, 2025 @ after the planning meeting or 12 noon.

ADJOURNMENT

The meeting adjourned at 11:41 a.m. on a motion by Dunnell with a second by Thompson.

Affirmative: Miller, Phillipe, Dunnell, Thompson

Opposed: None

Motion carried.

Nancy Dunnell
Secretary

1-14-26
Date