

## 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 Pirkel (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

<b>Quarterly Meeting Time, Location, Dates</b>	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.
<b>Fiscal Agent</b>	Lake of the Woods SWCD
<b>Coordinator(s)</b>	Lake of the Woods SWCD and Roseau SWCD
<b>Official Depositories</b>	Border Bank of Baudette
<b>Check Signing Authority</b>	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"> <li>Remove Rebecca Buegler from the JPB Checking Account and Savings Account on February 28, 2025.</li> </ul>
<b>Board Member Compensation Rate</b>	\$125.00 per meeting. This rate is per day, no matter how many meetings attended.

<b>Mileage Rate</b>	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.																																																																		
<b>Spending Authorizations</b>	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.																																																																		
<b>Official Newspaper</b>	Northern Lights Region																																																																		
<b>Committee Assignments</b>	<table border="1"> <thead> <tr> <th>Name</th> <th>1W1P Participation</th> <th>Agency / Affiliation</th> </tr> </thead> <tbody> <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 &amp; 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 &amp; Soil Resources</td></tr> <tr><td>Jeff Hrubes</td><td>Advisory Committee</td><td>Board of Water &amp; 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> </tbody> </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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<b>Current Memorandum of Understandings and Agreements</b>	<ul style="list-style-type: none"> <li>• Lake of the Woods Watershed Joint Powers Board Agreement</li> <li>• FY 2024 MN BWSR Watershed-Based Implementation Funding Grant Agreement</li> </ul>																																																																		
<b>Current Cooperative Agreements</b>	<ul style="list-style-type: none"> <li>• FY24-01 L/W SWCD Admin/Coordination</li> <li>• FY24-02 Roseau SWCD Coordination</li> <li>• FY24-03 LOW SWCD Forest Management Plan</li> <li>• FY24-04 WWD Streambank Protection</li> <li>• FY24-05 L/W SWCD Shoreline Stabilization</li> <li>• FY24-06 L/W Ag Education</li> <li>• FY24-07 L/W Keep It Clean</li> <li>• FY24-08 Roseau SWCD Keep It Clean</li> <li>• FY24-09 L/W County Ditch 1 Stabilization</li> </ul>																																																																		

3

## 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.

4

**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*

*Andrew Arnesen*

Secretary

*04-28-2025*

Date