

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD FEBRUARY 12, 2026**

ORDER: Chairman Diesen called the meeting to order at 12:00 p.m. and led the Pledge of Allegiance.

MANAGERS PRESENT: Carter Diesen, Laverne Voll, Jason Braaten, James Johnson, and Cody Schmalz

STAFF PRESENT: Administrator Halstensgard, Technician Broten, and Assistant Wensloff

OTHERS PRESENT: Randy Prachar; Kevin Senum, landowner; Darryl Wicklund, County Commissioner

CONSULTING STAFF PRESENT: Nate Dalager, Jacob Huwe, and Torin McCormack, HDR Engineering; Erik Jones, Houston Engineering; Jacqueline Turnow, Attorney; Tom Enright, DNR

AGENDA: A **motion** was made by Manager Braaten to approve the agenda. It was seconded by Manager Voll. The motion carried unanimously.

CONSENT AGENDA: A **motion** to approve the Consent Agenda was made by Manager Voll and seconded by Manager Schmalz. The motion carried unanimously. Adoption of the Consent Agenda included:

- January 8, 2026, regular meeting minutes as presented
- January Treasurer's Report
- Added bills for Moren Law Office for \$1,938.75, Riverside Garage Door Company for \$260.00, DbA Consulting for \$2,021.09, and League of MN Cities for \$2,497.00
- Manager and employee expense vouchers as read by Manager Braaten
- Permit #2026-003 (MnDOT)

PERMITS:

2026-001 DSG Investments – Technician Broten reviewed the permit with the board. Manager Voll made a **motion** to approve permit 2026-001, with Manager Schmalz seconding the motion. Motion carried unanimously.

2026-002 Kevin Severson – Technician Broten reviewed the permit with the board. Manager Voll made a **motion** to approve permit 2026-002, with Manager Braaten seconding the motion. Motion carried unanimously.

DELEGATE: There were no delegates for this meeting.

OLD BUSINESS: There was no old business for this meeting.

NEW BUSINESS: There was no new business for this meeting.

PROJECT UPDATES:

Roseau Lake: Technician Broten gave a construction update on Phase 5 of Roseau Lake stating that they are making good headway moving East. He showed some drone footage and photos of the work progress. Torin McCormack also added some details on the embankment and Gladen Construction, Inc. moving equipment into place before the road restrictions take effect.

Administrator Halstensgard explained the RRWMB funding agreement process stating that the RRWMB as committed an additional \$1.7M to the project bringing their total funding to \$4.7M. Manager Johnson made a **motion** to approve the RRWMB funding agreement. Manager Braaten seconded the motion. The motion carried unanimously.

Administrator Halstensgard stated that the Flood hazard Mitigation (FHM) funding resolution will need to be updated due to the increased funding allocated to the project. The original FHM commitment was \$1.65M. The updated commitment is \$2.25M. This additional funding requires additional matching funds totaling \$770,250, as stated in the new resolutions. Manger Braaten made a **motion** approve the updated resolution. Manager Johnson seconded it. The motion carried unanimously. Manager Braaten made a **motion** to designate Chairman Diesen as the signee for the FHM grant. Manager Voll seconded it. The motion carried unanimously. Administrator Halstensgard also talked about submitting an application to LOSHC for the 2027 Funding Bill for the final phase of construction.

Manager Braaten made a **motion** to approve payment application 03-07.01 to Gladen Construction, Inc. in the amount of \$339,370.78 for Roseau Lake Rehab Phase 3 and 4. Manager Johnson seconded the motion. Motion carried unanimously.

HDR Engineering sent a Roseau Lake – Phase 5 Construction Services contract proposal. Engineer Dalager gave a short explanation of what the contract covers, such as future bidding and ongoing engineering services. The cost estimate for the completion of Phase 5 is \$233,780.00 Manager Braaten made a **motion** to approve the HDR contract. Manager Johnson seconded the motion. The motion carried unanimously.

Upon the Johnson land exchange discussion, Manager Johnson recused himself from the table. Manager Voll made a **motion** to transfer the land deed as negotiated. Manager Schmalz seconded the motion. Motion carried unanimously.

Dahl Site: Engineer Dalager started discussion on the Dahl site stating that the landowners proposed the usage of their land for a potential impoundment site. He stated the different components to be considered for the site, such as the peatland aspect. After much discussion on the challenges to the site (i.e. permitting and funding), Administrator Halstensgard suggested sending a letter to the landowner explaining why it isn't a viable option, notably due to the cost/benefit ratio.

1:00 p.m. Redetermination of Benefits: H2O Viewers presentation: (Via Teams) - Brian Murphy and Scott Henderson gave a presentation explaining the H2O Viewers process. Scott explained the reasons for completing a redetermination of benefits. He proceeded to

describe the process and information pertaining to the redetermination of benefits, using the CD8 system as an example.

Brian expressed gratitude for the opportunity to present to the RRWD board. He also added how important it is to stay up to date with technology and regulations pertaining to the changing laws governing the process, noting that we are being proactive and taking a step in the right direction.

PROJECT UPDATES continued:

Big Swamp North: Jacob Huwe with HDR Engineering, gave a thorough Engineer's Update with a PowerPoint on Big Swamp North (Badger Creek.) He talked about challenges of remeandering of Badger Creek. He gave the project setting, project location, and also some historical context. He described the remeandering approach, E-channel stream design, and the watershed profile. He also discussed four different alternatives they are modeling. The main goal from the District's perspective is having an adequate outlet for Site A and maintaining the drainage to private property.

A Culvert inventory update was given by Erik Jones, Houston Engineering with a printed map of culvert inventory provided.

REPORTS:

RRWMB: Manager Braaten provided a written report and gave an update on the RRWMB. He also talked about Legislative Days in St. Paul on March 3-4. Administrator Halstensgard, Manager Braaten and Manger Johnson will be attending this year.

Technician: Technician Broten noted that landowner Kevin Senum stopped in the RRWD office to voice his concern about his inclusion in the CD8 redetermination. He also reported on the tree clearing on SD51 and progress by hired contractors, Nathaniel Roseen and Matt Anderson.

Administrator: Administrator Halstensgard provided a written report which reviewed the following items:

The Roseau Lake funding including the RRWMB agreement for \$4.7M and the FHM allocation increase. She noted the cost-share updated resolution, and the LSOHC application for Phase 6 of the Roseau Lake project.

She talked about the DNR Peatland funding availability and possible projects in Lost River to apply available funding. The Board requested Torin McCormack give a presentation at the March meeting on the Lost River Forest Peatland Restoration Study completed in 2024.

The final Juneberry Project Team meeting will be held March 25th at 1:00 p.m. in the Courthouse. This meeting will be covering updates, issues, and progress, including a final report draft recommendation.

Administrator Halstensgard reported that we have begun our 2025 auditing process with Brady Martz Accounting Firm. She also stated that there are five uncleared checks in the system

that would need a motion to be voided. Manager Johnson made the **motion** void the five checks. Manager Voll seconded the motion. The motion carried unanimously.


The list of five checks to be voided.

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|------------|--------------------------|------------|
| ○ 6-8-17 | Beltrami County Recorder | \$46.00 |
| ○ 12-31-18 | City of Roseau | \$75.00 |
| ○ 5-5-23 | Monica Burkel | \$97.80 |
| ○ 9-25-23 | LSSO Corporation | \$275.00 |
| ○ 11-3-23 | WSB | \$5,512.00 |

OTHER BUSINESS:

The next meeting will be held March 12, 2026 at 8:00 a.m. After a **motion** by Manager Braaten and seconded by Manager Johnson, the meeting was adjourned at 2:42 p.m.

Respectfully submitted,



Laverne Voll, Secretary



Tracy Halstengard, Administrator

February 2026 Treasurer's report

Checkbook Balance as of January 30, 2026	\$758,209.78
Receipts:	
Citizens State Bank -- interest 1-19-26	\$ 140.82
State of Minnesota -- withholding refund	\$ 114.08
Kittson County -- share of taxes; SD 51	\$ 1,098.50
Kittson County -- share of taxes	\$ 48.82
Marshall County -- share of taxes	\$ 390.00
Lake of the Woods County -- share of taxes	\$ 8.24
State of Minnesota -- Roseau Lake reimbursement; Flood Hazard Mitigation grant	\$ 558,451.25
Beltrami County - share of taxes	\$ 565.78
Roseau County -- final share of 2025 taxes	\$ 51,011.75
Red River Watershed Management Borad -- Roseau Lake reimbursement 7	\$ 217,792.88
Red River Watershed Management Board -- reimbursement request 8	\$ 142,622.02
Red River Watershed Management Board -- reimbursement	\$ 26.00
Total:	\$ 972,270.14
Bills:	
Tracy Halstensgard -- Salary, Ins stipend & cell reimbursement	\$ 6,160.19
Blaine Broten -- Salary, Ins stipend & cell reimbursement	\$ 3,915.16
Tawni Wensloff -- wages	\$ 3,193.47
Jason Braaten -- Per Diem & mileage	\$ 378.21
Blaine Broten -- reimbursement	\$ 25.49
Carter Diesen -- Per Diem & mileage	\$ 924.06
Tracy Halstensgard -- reimbursement	\$ 388.93
James Johnson -- Per Diem & mileage	\$ 625.31
Cody Schmalz -- Per Diem & mileage	\$ 218.94
LaVerne Voll -- Per Diem & mileage	\$ 1,064.88
Elan Financial Services -- credit card	\$ 3,392.23
City Of Roseau -- utilities	\$ 448.87
Roseau Times-Region -- notices	\$ 30.60
Minnesota Energy Resources -- natural gas	\$ 91.96
Marco Technologies -- contract	\$ 91.00
Marco -- copier contract	\$ 6.84
Patrick Moren Law Office -- Legal Fees	\$ 1,938.75
Roseau Electric Co-op -- Int/phone --	\$ 126.86
Verizon Wireless -- Trimble	\$ 40.01
Quality Printing -- envelopes	\$ 161.06
Lakeside Fire & Safety Inc -- extinguisher inspection & recharge	\$ 93.95
North Pine Services -- snow removal	\$ 950.00
Northern Resources -- gas	\$ 43.39
Dot.com connection -- website maintenance August - Dec. 2025	\$ 207.50
Vernon products -- promotional waterbottles	\$ 520.86
Roseau County Highway Dept. -- Ditch 8 signs & posts	\$ 294.16
Smith Partners -- legal services	\$ 205.10
Riverside Garage Door Company -- overhead door opener repair	\$ 260.00
DbA Consulting -- year end QuickBooks consulting and tax prep	\$ 2,021.09
Nelson's Café -- CAC meal	\$ 402.66
League of MN Citites -- membership dues	\$ 2,497.00
Houston Engineering -- Invoices 80440, 80441 & 80442	\$ 18,670.00

Gladen Construction -- Pay Application 03-06.2	\$	466,697.76
Gladen Construction -- Pay Application 03-07.1	\$	339,370.76
Red River Watershed Management Board -- stream gage cost share	\$	12,337.00
HDR Engineering -- Inv #1200787444, 1200787448 & 1200786897	\$	4,303.75
HDR Engineering -- Inv #1200787446, 1200787445 & 1200787451	\$	69,437.35
HDR Engineering -- Inv #1200798645, 1200787449 & 1200787447	\$	3,751.25
Total:		\$945,286.40