



TITLE: REGULAR MONTHLY BOARD
MEETING MINUTES

DATE: OCTOBER 2, 2025

1. ATTENDANCE:

Chairman Stuart Christian called the October 4, 2025, meeting to order at 8:00 AM at the District Office. Other managers attending were Don Andringa, Clayton Bartz, and Shawn Brekke. Managers absent: Craig Engelstad. Staff members present included April Swenby – Administrator and Donna Bjerk – Administrative Assistant. Others in attendance included Zach Herrmann - Houston Engineering.

2. APPROVAL OF THE AGENDA:

A **Motion** was made by Manager Bartz to approve the agenda, with an action item for disposal of assets, **Seconded** by Manager Andringa. **The Motion was carried.**

3. MINUTES:

A **Motion** was made by Manager Bartz to approve minutes for the regular board of managers meeting on September 4, 2025, making a minor clerical change, **Seconded** by Manager Brekke. **The Motion was carried.**

4. FINANCIAL REPORT:

A **Motion** was made by Manager Andringa to approve the September treasurer's reports as presented, Seconded by Manager Brekke. **The Motion was carried.**

The managers reviewed their expense reports and reported on activities for the month. The following bills were reviewed.

Anders Valley Publishing	1,151.76
April J. Swenby	3,046.44
Brandner Printing	465.00
Brant Lenz	1,500.00
EcoLab	60.88
First Community Credit Union	1,583.92
Garden Valley Telephone Company	386.65
H2Over Viewers	34,330.77
Houston Engineering	46,971.95
Otter Tail Power Company	146.59
Sun Control	1,203.60
Tunheim Construction, LLC.	139,075.29
U.S. Post Office	78.00
Wild Rice Electric	121.45
Win-E-Mac ISD # 2609	499.04
YHR Partners	4,200.00
TOTAL	<u>234,821.34</u>

Additional bills were presented: International Water Institute for LiDAR hardware/software updates for the online portal map - \$745, Larson Helicopters for 2025 spraying - \$19,758.75, Ron Ringquist for consulting

services for Project # 27 - \$1549.45, Hardware Hank for supplies - \$8.58, the City of Fertile for \$59.69, and Lacey Berhow - \$150.00.

A **Motion** was made by Manager Andringa to approve and pay the bills to be paid with a total of \$257,092.81 **Seconded** by Manager Bartz. **The Motion was carried.**

Swenby stated that she has submitted a request for reimbursement for \$476,814.71 to HSEM for 75% of the total cost for the Scandia repair. The remaining 25% will be reimbursed through WBIF and she submitted a request for reimbursement. She also submitted a request for reimbursement for \$44,233.17 for a 75% cost share for the repairs on 290th Avenue for damages that occurred during flooding in 2023. The remaining 25% will be paid for by the benefited area or the managers may choose to elect using a petitioned "Clean Water" fund, or a combination of the two.

5. ADMINISTRATOR REPORT:

Kittleson Diversion Jurisdiction: Polk County has verified responsibility for the ¼ mile North of the county road along the Kittleson Diversion. Based on received, original ditch records for Polk County Ditch 95 include 1,000' +/- into the MnDNR land. Swenby provided e-mail correspondence between Swenby and leaders at Polk County. Swenby asked for additional feedback and asked for direction in continuing this discussion with County leaders or if they'd like to move forward with acceptance of the responses given. A **Motion** was made by Manager Andringa to move forward with acceptance for jurisdiction of this ¼ mile to Polk County, **Seconded** by Manager Bartz. **The Motion was carried.** Swenby will have the GIS maps updated at the same time the MN 102 Boundary is revised.

Project #27: Corp of Engineers has looked at the initial records Swenby sent to see if this project qualifies for any funding. There were concerns with our timeline. Based on the scope and size of the project there are questions if this funding would be worth it in the long run. A large chunk of money would need to be spent on a 50/50 feasibility study to likely get to the conclusion we already know and because of the USACE process etc. there were questions of how much savings will there really be on a smaller project like this. The board agreed by consensus to not pursue 1135 funding for this project due to large amount required for a feasibility study and due to the extensive timelines required to work through the entire 1135 process.

Awards for the FMH grant that the district applied for expected to be announced in October.

Boundaries (north/south): The district attorney has been asked to review GIS maps and LiDAR maps that were provided by the district engineer to determine if a boundary change in multiple areas is warranted. When the district was in the early stages of exploring ROB's on multiple ditches it was noticed that benefited areas were outside of the district boundary. The viewers are now at the stage where this is being reviewed and are at the point in the ROB where we are looking for legal opinions for moving forward.

Maintenance Awards: Quotes were opened September 9 and are as follows:

MN 102 Boundary:

Dean Johnson - \$25,000
Gladden Construction - \$48,600

Ditch 119 Cleaning

Dean Johnson - \$41,050
Lyle Wilkens - \$55,730
Gladden - \$99,880

Liberty Township Road Repair

Gladden Construction - \$86,000

Contract was awarded to Dean Johnson for Ditch 119 and Gladden Township for the Liberty Road repair. Contracts were provided to Manager Christian for signature.

Swenby asked if the board was comfortable moving forward with the boundary revision for \$25,000. After talking with Johnson and providing a little more clarification on the specs, he does feel it might be a little less, but had submitted a price point to ensure that he'd come out okay on the job. Manager Engelstad suggested to staff outside of the meeting that a way to save money may be to coordinate with the county to use material in the 2nd grade of the siding along the railroad grade. The board agreed by consensus to move forward with the excavation/construction required to secure the boundary, not exceed the \$25,000. Herrmann and Swenby will continue to work with the contractor to look for affordable solutions. The board agreed that this project could wait until next year if needed but would like move this forward if possible for completion by the end of 2025.

Building Project: Staff is expecting to move in next week. Cabinetry is the only item that the district will be

waiting on. Swenby asked for direction regarding last months conversation about curb stops in the designated parking area. Todd Peterson came to look and talk about snow removal with curb stops in place. Peterson stated their team will shovel the sidewalk where the loaders can't get to for an extra \$10 fee each time, if the district keeps a shovel outside. Swenby offered that at her home they use heated mats by Heat Track for walkways to limit the amount of snow/ice buildup on walkways which could also be an option to avoid excessive salt use and makes snow removal a non-issue between any bumpers and the building. Swenby asked if the board preferred curb stops or posts. The board agreed that posts would be nice; however, because the concrete is already poured curb stops will meet the needs of the district. Manager Christian asked Swenby to verify with the architect that one handicap space is sufficient.

A **Motion** was made by Manager Brekke to purchase and install curb stops, **Seconded** by Manager Andringa. **The Motion was carried.**

Swenby followed up on manager questions from last month regarding the new district parking. Swenby stated that there is 27' from the building the curb/tar. If you subtract for a 3' sidewalk adjacent to the building for the diversion of pedestrian walking, that leaves 24' for a vehicle to park in the district designated parking space. The minimum standard parking length is 18'. Swenby parked her suburban and measured her bumper from the north side of the building and testified that even when her bumper was 5' from the edge of the building, there was still a remaining 2 1/2' behind her vehicle. She stated she could have parked closer to the building but without bumpers on the ground it's hard to gauge where to stop. Parking a large vehicle like a suburban if parked appropriately, should leave at least 4' in front and at least 3' behind vehicles. Swenby showed pictures to the managers with her vehicle and with a tape measurer and also stated that this was sent to Polk County. Swenby compared the parking layout to that of the Duane Knutson Community Center in Fertile, where the Pedestrian sidewalk is in-front consists of in-drive-parked cars. Swenby also told the managers that Polk County and the City of Fertile were given a complete set of architectural plans with vehicles drawn in to display the parking plans with dimensions, and both entities approved of the permits. Additionally, those plans were approved without the modification made at the initial stages of construction where an additional 3' was added to the north by moving the building to the south 3'. Swenby provided the drawing plans that were given to the entities upon permit application. Swenby stated that she did receive an e-mail from the City of Fertile who is now questioning vehicles parking in such a manner that the permitted plans show. The City of Fertile forwarded photos of Swenby's vehicle parked to Polk County. Polk County has no objections to the permit that was applied for and maintains this permit as permissible. Rich Sanders stated that it was safer to have pedestrians walking in front vehicles vs. behind them, when backing out. Discussion was held regarding consistency with the City of Fertile stating that there are a few locations that allow parking on public walkways that use a drive-over curb or allow snow obstructions all season long on public sidewalks whereas in the district's case, an alternative accessible pedestrian walk is provided and has been permitted by two permitting authorities.

Manager Bartz suggested it may be safer and provide a better view for those exiting to park at an angle when exiting the parking space.

Fax Services: The district has a separate line for a fax service it costs about \$40 a month. Garden Valley was working on wiring in the new space, and we began to question if the cost is worth the amount of faxes sent/received. Swenby couldn't remember the last time a fax was received and sending a fax is rare, at most once a year. Incoming faxes are always junk mail. E-mail is the preferred method of transferring documents and banks and auditors provide a secure link for uploading information. Swenby asked if there was any opposition to removing the fax line. There was no board managers opposing the removal of the district fax line.

FDRWG: Swenby attended the FDRWG meeting on September 17. There is a vacancy for a landowner spot on the FDRWG. Swenby asked if there was board manager who would be willing to commit to quarterly meetings and serve on the FDRWG. There were no managers able to commit at this time. Swenby will reach out to Manager Engelstad to see if he is interested.

Existing Building Repairs: Window trim painting is scheduled for October. It was postponed from September due to a family medical issue with the painter. A 2nd contractor stopped by to do an assessment to provide an estimate for the existing building brick and stone. He hasn't submitted a quote yet.

Swenby pointed out that the two TV's approved last month were installed with temporary wires. Mid Valley Electric has plans to come next week to do permanent wiring and will fix the floor outlet that was approved last month. Swenby asked for approval for two additional floor outlets to avoid cords being ran across the floor for the Owl and computers. A **Motion** was made by Manager Andringa to add two floor outlets as recommended by staff, **Seconded** by Manager Brekke. **The Motion was carried.**

District Signage: Swenby asked for clarification on the motion from last month to have the existing district signage painted. She stated that after looking at the sign it may appear to need some repairs and sanding before painting. Swenby also asked if the managers wanted the sign moved to the new entrance or if their intent was to keep the sign in its current location. If repair/sanding and relocation was their intent she asked for ideas of who to hire for such services. The manager stepped outside to look at the sign. The managers questioned if moving the sign was a good idea due to fading of the bricks surrounding where the sign was placed. The managers also questioned if the sign would be able to be removed without complete damage due to its current condition. A **Motion** was made by Manager Bartz wants to leave the existing sign as is and not invest any money into the existing sign, **Seconded** by Manager Andringa. **The Motion was carried.** Manager Brekke suggested that Swenby ask the contractor to put an additional screw in to hold up better. The board managers will discuss a more aesthetic signage at a later time. Swenby will continue to explore aesthetic options that complement the addition of the building.

6. ENGINEER'S REPORT

Project 27: Swenby asked where the district is at with solutions for ensuring the pump is operational. Do we have any options to present to the landowners?

SH Ditch: Herrmann is working through a mitigation plan that will not result in redundant work if and when a larger project is implemented through the Project Team effort. Swenby asked when this will be ready to submit to FEMA and Herrmann said he was hoping within the next few weeks.

Scandia 24 Repair: Tunheim Construction has completed their work and final payment was submitted in the bills to be paid. Herrmann was satisfied with the work and displayed photos for the managers. Manager Christian stated that he had a landowner stop and reiterated that it was a job well done.

SH Ditch Liberty bank failure: Herrmann stated the contractor (Gladen Construction) anticipates installation of sheet pile next week.

Ditch #119: Dean Johnson (Sand Hill Septic and Excavating, LLC) has been awarded the contract.

Project # 5 Outlet Stabilization: Herrmann is working on a preliminary plan and a cost estimate to reduce erosion along the outlet of Project # 5. Work will begin in the fall after leaf-off when surveys and inspections can be more effective. Herrmann reminded the managers that this is WBIF funded.

Project # 12: A landowner reported a missing trap damaged by a mower on a culvert underneath the township road that drains into Project # 12. The district did not authorize nor do any mowing on this system. Typically, all structures under roads are the road authority's responsibility, with minimal exceptions at the district's discretion. The managers did not agree to accept responsibility for this trap.

Swenby asked for board direction on instances such as this in the future.

A **Motion** was made by Manager Andringa that taking a position that ditch systems are not financially responsible to repair damage done by landowner/mower on culverts/traps, **Seconded** by Manager Brekke. **The Motion was carried.**

Herrmann added that there is a culvert replacement planned on Project # 12. This damage was noted during ditch inspections via landowner report. When Dean Johnson is cleaning Ditch # 119, a change order will be issued to repair the culvert on Project # 12.

7. ACTION ITEMS.

Credit Card Limit: There are many times the Administrator's district credit card does not work as the limit is set at \$2,500. This limit was set years ago and is outdated. Many times, Swenby has to use her personal card for purchases, and Swenby would like to avoid this. Swenby stated this has happened three times this year already and most recently with the purchase of the TV's, and those expenditures were placed on Swenby's personal card. Most purchases are placed on the Administrator card which purchases all software's, subscriptions, hotels, and online purchases. This month the card was declined for the hotel stay during the MADi conference and Swenby had to use her personal card for this expense as well. On a busy month of

renewals, that doesn't leave room for other necessary purchases for travel or for other board approved items. A formal board motion/second is needed to increase the Administrator credit limit to \$5,000.

A Motion was made by Manager Brekke to approve an increase credit limit on the Administrator district credit card not to exceed \$5,000, **Seconded** by Manager Andringa. **The Motion was carried.**

Rent: Swenby provided details about rent, utilities and amenities regarding rental space in Fertile and details from the EPSWCD in McIntosh for a comparative starting point of discussion for the board.

Swenby did reach out to WRWD does rent space to the RRWMB. She provided the correspondence between herself and the WRWD about their colocation with the RRWMB and the rental amounts received.

Swenby asked Kolb about any requirements for advertising a space for rent. He confirmed that the district can privately negotiate a rental agreement with whomever they choose. The actual lease must be approved by the Board.

The following items were discussed by the board at length: Rental amounts, meeting room usage, technology fees, utilities, snow removal/cleaning, shared resources, signage and janitorial items. The managers discussed how much the district will pay regardless if the spaces are rented

A Motion was made by Manager Andringa to offer a proposal that includes a price of \$800 per month for both offices or \$400 a piece. This amount includes, rent, utilities, WiFi, meeting room usage (watershed first priority) cleaning, snow removal, signage space on west entry, janitorial items (cleaning supplies, toiletry items, etc.). Optional shared resources may include subscriptions and copier. **Seconded** by Manager Bartz. **The Motion was carried.** This is to be revaluated after one year.

December Board Meeting: Mn Watersheds conference is on December 4 where Swenby and Manager Andringa will be attending.

A Motion was made by Manager Brekke to reschedule the December 2025 board meeting to December 8, **Seconded** by Manager Andringa. **The Motion was carried.**

Disposal of Assets: Swenby has discussed with Kolb the process of disposing of surplus assets. A draft policy based on attorney discussions was presented and Swenby stated that the district attorney has approved the draft policy. She wasn't asking for approval of the policy but provided it as guidance for legal processes for disposing of assets. There are three categories of government items:

SURPLUS PROPERTY: Damaged, obsolete or unnecessary personal property including, but not limited to, vehicles, equipment, furnishings, movable fixtures, tools, wires and cabling and clothing.

OBSOLETE: Supplies, materials or equipment no longer in use or no longer useful, but possessing some value.

OBSOLETE WITH ZERO VALUE: Supplies, materials or equipment that are obsolete but which, due to its condition or state of repair, has a zero value.

Swenby provided a list of items that are either considered obsolete, surplus, or are obsolete with zero value that the board may want to consider selling:

- 16 padded stackable chairs
- Chalk board
- Marker board
- Two broken desk chairs
- Roll Top desk
- 2 metal file cabinets (will not be used when new ones arrive in new space)
- Office desks (the current desks will not fit in the new offices as the new offices are too small)
- Electric clock
- Light bar that was above electric clock
- Green refrigerator
- Microwave
- Projector
- Digital camera
- Broken cabinet (could possible repair)

Direction for appropriately disposing of these assets was provided from the District Attorney. Swenby stated that the rolltop desk was of sentimental value to Mr. Hanson who's father and grandfather owned the building

when it was a bank. His ancestors spent many years at this desk and he asked if he could have an opportunity to retain that heirloom.

A **Motion** was made by Manager Andringa to partner with Tim Oistad of Oistad Auction to sell with a 30% take on the above designated surplus and obsolete property, **Seconded** by Manager Bartz. **The Motion was carried.** The managers preferred to remove the current office desks from the list at this time and agreeing not to designate the office desks as surplus items.

A **Motion** was made by Manager Brekke to offer Ronnie Hanson the rolltop desk at no cost. If he chooses not to take desk, it will be put on Oistad auction. **Seconded** by Manager Andringa. **The Motion was carried.** If Mr. Hanson chooses, he may donate financially to the Watershed District.

8. PROJECT # 27 – RECONVENED HEARING

A **Motion** was made by Manager Brekke to recess the regular meeting at 10 AM and re-open the Project # 27 Final hearing that was recessed on September 4, 2025, **Seconded** by Manager Andringa. **The Motion was carried.** The hearing was called to order at 10 AM by Chairman Christian. Cheryl Hasbrouck – Landowner, John Kolb – Rinke-Noonan, and Ron Ringquist-Consultant attended via remote technology.

John Kolb provided to the attendees a brief summary the reconvened hearings. Kolb provided a summary of the findings and order.

Having considered all evidence in the proceedings, Manager Brekke moved, seconded by Manager Andringa to adopt the following Findings and Order:

Findings

1. In approximately 1999, the Union-Lake Sarah Improvement District and the Minnesota Department of Natural Resources funded a project to provide a mechanical outlet to otherwise landlocked Union Lake and Lake Sarah (the "Project").
2. From approximately 1999 to 2012, the Union-Lake Sarah Improvement District charged landowners within the Project area for the costs of construction, operation and maintenance of the Project.
3. On September 4, 2012, the Sand Hill River Watershed District ("District") accepted the transfer of the Union Lake Outlet Pump Station from the Union-Lake Sarah Improvement District, pursuant to a Petition filed pursuant to Minn. Stat. §103D.705.
4. At the time of the transfer, the District accepted the determination and allocation of benefits that had been previously made by the Union-Lake Sarah Improvement District.
5. Even though the Union-Lake Sarah Improvement District excluded some properties from Project assessments, since accepting transfer, in years where assessments were made, the District collected revenue from all lakeshore properties on Union Lake and Lake Sarah.
6. Interested landowners have questioned the allocation of Project benefits reflected in assessments since 2012.
7. The District Board inspected the Project benefits roll currently on file with the District and Couty Auditor's office and determined that the current benefits roll does not reflect currently benefitted property, does not reflect benefits provided by the Project and does not reflect current values of real property benefitted by the Project.
8. By action at its December 12, 2024, meeting, the Board initiated proceedings pursuant to Minn. Stat. §103D.721-.745 to reallocate and determine the current benefits to the property affected by the Project and to establish a benefit roll to cover costs of future operations, maintenance or improvement of the Project.

9. The Board appointed Houston Engineering, Inc., as engineer, and authorized the hiring of an appraiser¹ as a consultant, to assist the Board in reallocating and determining the benefits to the property affected by the Project.
10. In the original proceedings to establish the Project, the Project engineers evaluated and reported the history of flood damage within the Project area and the flood damage reduction benefits to be achieved by the Project.
11. In part, the engineer's evaluation of flood damage reduction benefits, justified the award of State funds for the construction of the original Project.
12. The Board of Managers finds that the Project, and specifically the current and future maintenance of the Project, is necessary to minimize public capital expenditures needed to remedy flood damages; to protect land values and economic opportunities in the Project area; to protect and improve surface water quality; to prevent erosion of soil into surface water systems; and to secure other benefits associated with the proper management of surface water.
13. Statutes section 103D.631 requires the District to maintain its projects in a condition so that they will accomplish the purposes for which they were constructed.
14. The cost of maintenance² of projects of the District are to be paid for by assessment to the benefits roll for a project.
15. The consultant filed his initial analysis and recommendation of Project benefits in July 2025. The consultant's analysis results in an allocation of benefits as a component of property value as determined by the assessors.
16. The Board noticed and held a hearing on the engineer's analysis and recommendation on August 22, 2025, continued to September 4, 2025, and further continued to October 2, 2025.
17. At the initial public hearing, the consultant reviewed his analysis of Project benefits, his benefits recommendation and the basis of the benefits recommendation.
18. The Board took public comment at the hearing.
19. Public comment received during the initial public hearing is reflected in the hearing minutes, which the Board incorporates herein by reference.
20. At the continued hearing on September 4, 2025, the Board received reports of its benefits consultant and engineer responding to comments and requests for further inquiry received during the initial public hearing.
21. Reports offered, public comment and Board discussion thereof are reflected in the minutes of the September 4, 2025, continued hearing, which the Board incorporates herein by reference.
22. Evidence of all actions in this matter, including preliminary orders, affidavits of mailing, publication, and posting, as well as hearing agendas, minutes, and materials are present in the record of proceedings and are incorporated herein by reference.
23. In response to the several comments questioning the scope of benefit or whether an individual property benefits, the Board finds that the Project purpose considered more than just the flood damage reduction and the protection of structures. Project benefits also include shoreline protection, bank stability, water quality, as well as protection against inundation.

¹ Here the term "appraiser" references the term as used in Minn. Stat. §103D.011, subd. 3.

² Pursuant to Minn. Stat. §103D.635, maintenance can include repairs and improvements exceeding normal maintenance where a project must be altered or improved to attain the level of operating efficiency contemplated at the time of the original construction or implementation.

24. Based on the Project purpose and nature of benefits provided, the Board finds the consultant's method reasonable and a valid way of determining and allocating Project benefit based on the Project benefits, as it may affect the individual and varied properties within the Project area.
25. The consultant's benefits spreadsheet, updated as of August 1, 2025, and as reviewed by the Board during the public hearing, is attached hereto as Exhibit A and incorporated into the findings by reference.
26. As to the redetermination and allocation of benefits from Project No. 27, the Board finds the underlying Project: is conducive to public health; promotes the general welfare; is consistent with the purposes of Minn. Stat., Chapter 103D and the District's Watershed Management Plan; and results in an equitable and reasonable allocation of Project benefits for each property to be assessed.

Order

Based on the foregoing Findings and the entire record of proceedings before the Board, the Board hereby orders as follows:

- A. The Board adopts the consultant's recommended benefits and benefits roll, for Project No. 27 – Union Lake and Lake Sarah Outlet Project.
- B. The Board directs its administrator to work with the appropriate county auditor to create the benefits roll in the county tax system.
- C. The Secretary and Administrator are authorized to coordinate with staff and consultants and to take all actions necessary to implement this Order, except those actions reserved by statute to the Board of Managers.

After discussion, the Board President called the question. The question was on the adoption of the foregoing findings and order and there were __4__ yeas, __0__ nays as follows:

	Yea	Nay	Absent	Abstain
CHRISTIAN	☒	☐	☐	☐
ANDRINGA	☒	☐	☐	☐
BREKKE	☒	☐	☐	☐
BARTZ	☒	☐	☐	☐
ENGELSTAD	☐	☐	☒	☐

Upon vote, the Board President declared the motion passed and the findings and order adopted.

A **Motion** was made by Manager Brekke to adjourn the hearing at 10:09 AM and reconvene the regular meeting at 10:09 AM, **Seconded** by Manager Bartz. **The Motion was carried.**

9. OTHER BUSINESS

The managers received information from the Drainage Work Group, MN Assn. of Watershed Administrators, MN Association of Drainage Inspectors conference, and the Red River Basin Commission.

Manager Andringa asked Herrmann about the greyed-out areas displayed on his report. Herrmann stated that those items are either low priority or have inactivity but may arise at a later date. Herrmann likes to keep them on the list as a reminder to the board and to himself to keep him on track. Manager Andringa suggested that the board reconsider the board direction of exploring small retention storage sites. He suggested that retention in the areas identified, especially out west would not have landowner support namely because the properties identified are high production fields and are properties that have invested in tile. He asked the board to consider discussing the cost of investigating those identified as "small storage sites" and was skeptical that they would have a favorable cost-benefit after they were modeled. He also added that there is not a likelihood for landowner support. Manager Andringa clarified that he is not opposed to exploring larger scale storage that the project team is working on, but his concerns are related to the sites identified a couple of years ago by the board labeled "small storage sites". After a discussion managers unanimously agreed to remove this from Herrmann's "to do list".

The Board discussed the importance of using the District Engineer's time and expertise efficiently. It was noted that adopting a more strategic approach to requesting technical evaluations could help manage costs and

improve effectiveness. Board members agreed that the District benefits from the consultant's professional expertise and expressed appreciation for the high quality of service provided. Manager Andringa felt that the board under-utilizes Herrmann's "30,000' overview" stating that it has been his experience that Herrmann's initial opinion has at least a 95% success rate of being proven correct. The board managers concurred that a better process is to accept the expertise of our consultants, to be more mindful of what warrants additional costs and to move forward with the practice of placing more trust in the consultant they've hired. A few example topics were highlighted for discussion purposes.

At each meeting in an effort to foster clear communication with board directives, Herrman will summarize his takeaways from Manager feedback and highlight the items he will be providing assistance with. Swenby will try to catch board directions during meeting discussions and ask for a board motion/second that formally directs Herrmann to provide additional analysis on questions that arise from board managers at meetings, ensuring transparency in expending dollars for providing additional technical review. Swenby will continue to work with Herrmann throughout the month on items that are needed, and the board gave clear directions that she should continue to use his services at her discretion. Manager Andringa stated that his concerns were solely related to the board manager's communication and manager directions given to Herrmann at board meetings.

10. PERMITS:

Two permits were presented to the board for review.

Permit 25-020 – Neal Pederson – Section 29 Garden Township – tile
Permit 25-021 – Neal Pederson – Section 9 Bejou Township – tile

Permit 25-020 indicates that the project outlets into a township road right-of-way; However, approximately 350' downstream of the tile outlet, the road ditch then drains onto private property in Section 10. Based on our online viewer, it appears this is owned by Antony Dahl (Mahnomen PIN 020100500). Our office has a practice of working with downstream landowners with written consent before approval. It is recommended to approve pending downstream landowner written permission.

Permit 25-021 has been reviewed and is recommended for approval.

A **Motion** was made by Manager Andringa to approve permit the permits presented, **Seconded** by Manager Brekke. **The Motion was carried.**

11. ADJOURNMENT:

The next regular meeting will be held November 6, 2025, at 8 AM. As there was no further business to come before the board, a **Motion** was made by Manager Bartz to adjourn the meeting at 10:53 AM, **Seconded** by Manager Brekke. **The Motion was carried.**

Donna Bjerk, Administrative Assistant

Shawn Brekke, Secretary