
MINUTES
Regular Meeting
February 16th, 2023

The meeting of the Two Rivers Plus Joint Powers Board was held at the Kittson County Courthouse and virtually.

The meeting was called to order by JPB Chair, Landon Olson at 9:32 a.m.

Joint Powers Board Members present: Primary: Landon Olson (RSWCD), Leon Olson (KCounty) and Andrew Muir (KSWCD)

Others present: Jeremy Benson, Jamie Osowski, Janine Lovold, Shonda Jelle, Kathy Fillmore

Via Teams: Matt Fischer (BWSR), Scott Kronholm (Houston Engineering), Henry Van Offelen (BWSR)

Agenda

Jeremy Benson presented the agenda. There was an additional agenda item of an amendment to the Bylaws for officer duties.

The agenda was approved with added agenda item on motion by Muir, seconded by Leon Olson, and carried unanimously.

Minutes

The November 17th, 2022 Minutes were reviewed.

The Minutes were approved on a motion by Muir, seconded by Leon Olson, and carried unanimously.

Treasurer's Report

Shonda Jelle presented the Treasurer's Report. Stated that expenditures were for Non-Structural Land Management payments, billed staff time, Board per diem, QuickBooks, and MCIT insurance.

The Treasurer's Report was approved on a motion by Muir, seconded by Leon Olson, and carried unanimously.

Officer Election

Landon Olson turned the meeting over to Jeremy Benson to conduct the officer elections. Benson called for nominations for the seat of Chair.

There was a motion from Muir to cast a unanimous ballot for current positions to stay the same, seconded by Leon Olson, and carried unanimously.

Chair Landon Olson (Roseau SWCD)

Vice Chair Andrew Muir (Kittson SWCD)

Secretary Leon Olson (Kittson County)

Treasurer Daryl Wicklund (Roseau County)

Amendment to Bylaws

Jeremy Benson proposed an amendment to the Bylaws for the JPB for the addition of Section 5 under Article 3 Officers: In the event that the primary representative elected as officer is absent from a meeting

and the alternate representative is present, the alternate representative will serve in place of the of the primary representative's officer seat.

Discussion was had as to why this amendment addition was needed. Benson clarified that the way the Bylaws stand now, we would have to wait for the primary officer to come in and sign the Treasurer's Reports and Meeting Minutes after the meeting if they were absent. This addition would pass the seat to the alternate if they were present, similar to Article 5 Voting.

Motion was made by Muir for the addition of Section 5 under Article 3 Officers, seconded by Leon Olson, and carried unanimously.

Annual Business Items

Jeremy Benson presented a worksheet of annual business items that need to be addressed today at the first quarter meeting. Benson asked if the JPB wanted to go through one by one for voting or cast a unanimous decision on the business items to stay the same. Discussion was had to go through one by one then cast unanimous at the end.

Quarterly Meeting Location Time and Date:

Regular Two Rivers Plus Joint Powers Board Meetings will be held on the third Thursday of February, May, August, and November at 9:00 AM at the Kittson County Courthouse in Hallock, MN.

Designate Official Depositories

Citizens State Bank of Roseau.

Check Signing Authority

Landon Olson, Chair; Scott Johnson, Roseau SWCD District Manager; Janine Lovold, Roseau SWCD District Technician; Shonda Jelle, Roseau SWCD Administrative Assistant.

Board 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. (65.5 cents/mile) 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 Limits

Office Supplies Threshold per month: \$1,000.00

Office Supply Designation (in addition to regular supplies)

Laptop

QuickBooks Software

Spending Authorization

The Fiscal Agent has permission to pay invoices on a monthly basis or quarterly basis outside of the JPB meeting, upon receipt of the eligible Payment Request Voucher. The JPB will see the payments made at their next regular meeting.

Designated Official Newspaper

Enterprise, North Star News, Greenbush Tribune, and the Roseau Times Region

Appoint Fiscal Agent

Roseau SWCD

Appoint Coordinators

Kittson SWCD

The Annual Business Items were approved on a motion from Leon Olson seconded by Muir and carried unanimously.

Rejection of MCIT Workman's Comp Resolution 2023-01

Janine Lovold presented Resolution 2023-01 for the Rejection of MCIT Workman's Comp. Stated that because we don't have staff that it is unnecessary for us to have this on our insurance. In order to take it off, we need a resolution passed by the board stating that we want this removed.

Resolution 2023-01 Rejection of MCIT Workman's Comp was approved on a motion from Muir and seconded by Leon Olson and carried unanimously.

RESOLUTION 01-2023

The Board Members for the Two Rivers Plus Joint Powers Board do hereby resolve that, pursuant to the requirements of Minn. Stat. §176.011, subd. 9 (6), that all officers of Two Rivers Plus Joint Powers Board who are elected or appointed to a regular term of office, or to complete the unexpired portion of a regular term, shall not be included within the definition of "employee" as that term is defined in Minn. Stat. §176.011, subd. 9 for purposes of coverage under the Workers' Compensation Laws of the State of Minnesota.

Landon Olson
Chair

2-16-23
Date

Attest: Leon Olson

Title: Secretary

Support the Northcote Dam Modification Project Application Resolution 2023-02

Jeremy Benson presented Resolution 2023-02 to Support the Northcote Dam Modification Project Application. Stated that the Kittson SWCD was approached by the DNR about the Northcote Dam and potentially partnering with the DNR as the Fiscal Agent for the modification of the dam to a more fisheries friendly design. The Kittson SWCD has passed a similar resolution of support for the project and for the application process. Asked that the Two Rivers Plus also support the project application process as this project is highlighted in the Two Rivers Plus Comprehensive Watershed Management Plan. Discussion was had on the JPB's involvement in the project. Benson stated that it would just be to support the project application and that the Kittson SWCD would be the ones working with the DNR and landowners should the project get approved and funded.

Resolution 2023-02 Supporting the Northcote Dam Modification Project Application was approved on a motion from Leon Olson, seconded by Muir and carried unanimously.



Two Rivers Plus
Joint Powers Board
502 7th Street SW, Ste 5
Roseau, MN 56751
www.tworiversplus.org

RESOLUTION 2023-02

Resolution to support the Northcote Dam Stream Restoration Priority List Application

The Two Rivers Plus Joint Powers Board supports the Northcote Dam Stream Restoration Priority List application, with the eventual goal of an LSOHC funded project to restore the North Branch of the Two Rivers' channel habitat and aquatic connectivity.

Work in this area is a priority for the Two Rivers Plus Joint Powers Board, as we pursue mutually beneficial goals of water quality, stream stability, and aquatic habitat for the Two Rivers. We support the multiple benefits that this project intends to deliver, as highlighted by the goals set forth in the Two Rivers Plus Comprehensive Watershed Management Plan, Section 6 Watershed Wide Actions.

If funded, this project will address fish movement and aquatic connectivity goals outlined by the Red River of the North Fisheries Management Plan, and the Two Rivers Plus Comprehensive Watershed Management Plan.

Leon Olson
Chair

2-16-23
Date

Attest:

Leon Olson
Secretary

Title: _____

Adopted by Two Rivers Plus Joint Powers Board February 16, 2023

Programs Update

Jeremy Benson gave an update using the Project Tracking Tool Spreadsheet on what programs are seeing interest and where the projects are going on the ground within the Planning Area.

Houston Engineering BEAST Spreadsheet

Jeremy Benson introduced Scott Kronholm from Houston Engineering who is meeting with us via Teams. Scott gave a talk on the BEAST Spreadsheet developed by Houston Engineering through other 1W1P planning efforts in hopes to make reporting measurable results easier and more accurate on WBIF projects. Scott gave a demonstration on how the BEAST works and the data and information that would go into the developing this for the Two Rivers Plus Planning Area. Discussion was had on whether the JPB should budget for this in the FY24 WBIF Workplan or not. Question was brought up on if the JPB wanted to wait on having the BEAST developed for the Planning Area until new LiDAR data is available. This new data would be more accurate for the BEAST and could tentatively line up with other funding sources as well. Consensus was had that the JPB would wait and find out about the new LiDAR data before making the decision to move forward with the development of the BEAST. Thanked Scott for presenting this tool to the JPB. No official action taken.

Kittson County Project Requests

Jeremy Benson presented two Project Request forms on behalf of Kittson County. These requests were drafted by Jeremy and the Kittson County Highway Engineer, Andrea Weleski, for funding considerations for the FY22 WBIF. The combined request is for \$54,375 of the current FY22 funding budget. These projects would fall under the current workplan activity Streambank/ Shoreland Protection. These requests however have not been approved by the Kittson County Board yet. With the timing on getting the drafts put together, we just missed the previous county board meeting. The JPB was asked to pre-approve these requests now so that if the Kittson County Board approves them as is, then we can begin working on Cooperative Agreements and any necessary workplan revisions.

Kittson County Project Request Forms were approved by a motion from Muir with the stipulation that if there are any adjustments that increase the funding request amount that the projects would not be approved and would need to be brought back to the JPB, seconded by Leon Olson, and carried unanimously.

Next Meeting Scheduled

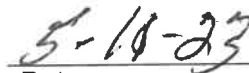
May 18th, 2023 at 9:00 AM at the Kittson County Courthouse.

Meeting Adjourned

Landon Olson called for a motion to adjourn the meeting at 10:32 AM. Motion by Muir, seconded by Leon Olson, and carried unanimously. Meeting Adjourned.



Secretary



Date

