



MINUTES

Regular Meeting

March 1, 2023

The meeting of the Roseau River Watershed Joint Powers Board was held at the Roseau River Watershed District office. The meeting was called to order by Daryl Wicklund at 9:44 a.m. Roundtable introductions were done.

Joint Powers Board Members present: Levi Novacek, Daryl Wicklund, John Gaukerud, Lavern Voll, Jason Braaten

Others present: Tracy Halstengard (RRWD), Janine Lovold (SWCD), Matt Fischer (BWSR), Michelle Gawronsky (SRRWD), Brian Grier (SRRWD), Moriya Rufer (HEI), Erik Jones (HEI)

Agenda: The agenda was approved on a motion by John, seconded by Lavern. Motion carried.

Minutes: The Minutes from November 10, 2022 and December 7, 2022 were reviewed. The Minutes were approved on a motion by John, seconded by Lavern. Motion carried.

Draft Bylaws: Janine presented the main highlights on the draft Bylaws. The draft Bylaws were tabled until the next Board meeting as Attorney Michelle Moren needs to review it.

Officer Elections:

Chair

Daryl called for nomination for Chairperson. John nominated Daryl, seconded by Lavern. Daryl called for further nomination three times and there were none. Lavern made a motion to cease nominations. A motion was made by Lavern to approve Daryl for Chairperson, seconded by John. Motion carried.

Vice-Chair

Daryl called for nomination for Vice-Chairperson. Lavern nominated John. Daryl called for further nomination three times and there were none. A motion to cease nominations and cast a unanimous ballot to approve nomination of John for Vice-Chair was approved by Lavern, seconded by John. Motion carried.

Secretary/Treasurer

Daryl called for nomination for Secretary/Treasurer. John nominated Lavern. Daryl called for further nomination three times and there were none. A motion to cease nominations and cast a unanimous ballot to approve nomination of Lavern for Secretary/Treasurer was approved by John, seconded by Lavern. Motion carried.

Annual Business Items

Quarterly Meeting Time, Dates, Location	Second Thursday of January, April, July, and October at 8:00 am and the third Monday of October at 9:30 a.m. at the RRWD
The meeting time, dates, and location were approved on a motion by John, seconded by Lavern. Motion carried.	
Official Depository	Citizens State Bank
The Official Depository was approved on a motion by John, seconded by Lavern. Motion carried.	

Check Signing Authority	RRWD - Tracy Halstensgard, Lavern Voll
Board Compensation Rate	\$125.00 per meeting. This rate is per day, no matter how many meetings attended.
Mileage	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 Limits	Office Supply Threshold per month is \$250.00.
Office Supply Designation for Special Items	Laptop and QuickBooks software. Spending limit is \$3000.
Spending Authorization	The Fiscal Agent has permission to pay invoices on a monthly 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.
Official Newspaper	Roseau Times Region
Fiscal Agent	RRWD
Coordinator(s)	RRWD and RSWCD
The rest of the annual business items from check signing authority to coordinators was approved on a motion by John, seconded by Lavern. Motion carried.	

Draft Work Plan: Tracy gave a summary of projects that have been considered for the first Work Plan. This is still a work in progress. Hay Creek projects will have priority.

Budget and Timeline: Less than \$94,000 is remaining from Plan Development funds. BWSR will permit fund expenditures of remaining funds to get projects ready for implementation through June 30, 2024.

The timeline for the next two months was reviewed.

- Approve Resolutions to Submit/Adopt the Plan by RRWD, RWCD and County: *March 1-14*
- Submit Plan to BWSR: *March 17*
- BWSR Northern Committee Meeting: *April 5*
- BWSR Board Meeting: *April 26*
- Submit BWSR Budget Request and Work Plan: *mid-April*

Next Meeting: April 13 at 8 a.m. at the RRWD

Adjournment: The meeting adjourned at 10:42 a.m. on a motion by Lavern, a second by John. Motion carried.



Secretary/Treasurer

Date