

Minutes- Approved: 3.18.2026
 Meeting Type: Board Meeting
 Time/Date: 7:00pm CST,
 Location: County Board Room, Carver County Government
 Center, 602 East 4th Street, Chaska, MN 55318



LOWER MINNESOTA RIVER
 WATERSHED DISTRICT

1. CALL TO ORDER AND ROLL CALL

President Barisonzi called the meeting to order at 7:00 PM CST.

Managers Present: Joseph Barisonzi, Theresa Kuplic, Carter McNew, Vinatha Viswanathan, Kyle Bakkum

Staff Present: Will Lytle, Della Young, John Kolb, Damaris Canales, Suzy Lindberg,

Others Present: Lisa Anderson, Lee Peterson, Taya Moxley-Goldsmith, Casey Carmody, Kati Johngrass, Deb Johnson

Action: Approve the 2.18.26 Borad meeting Agenda.									
1st:		2nd:							
Vis.	Y	Kup.	Y	Bak.	Y	McN.	Y	Vis.	Y
Motion Carried									

2. PUBLIC COMMENT

No formal public comment was received.

3. PUBLIC HEARINGS, PRESENTATIONS, COMMUNICATIONS

No formal public hearings, presentations, and communications were received.

5. ACTION ITEMS

The Board begins the action items section of the agenda by recognizing Manager Kuplic for her distinguished service to the Lower Minnesota River Watershed District and expressing gratitude for her leadership and dedication. A motion is made to place the resolution on the floor and is seconded, after which the chair invites comments. Several board members speak appreciatively about Manager Kuplic’s kindness, helpfulness, institutional knowledge, and her contributions both on the Board and on the Citizen Advisory Committee. They highlight her role during transitional periods, her collaborative approach, and the personal and organizational impact of

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her work. Manager Kuplic responds with gratitude, acknowledges the leadership of her colleagues, and shares that she will miss serving alongside them.

The Board then moves to its next item, addressing the formal reappointment of Manager McNew. The chair explains that Scott County has officially appointed her to a three-year term and that the Board must procedurally accept the appointment. A motion to place this acceptance on the floor is made and seconded, followed by a roll-call request. After the vote responses are recorded, Lytle administers the oath of office, guiding McNew through each line affirming her support for the U.S. and Minnesota Constitutions and her commitment to faithfully discharge her duties as a district manager. Once the oath is completed, the chair and other members offer congratulatory remarks, humor, and reflections on stability and service, creating a warm and collegial close to the item.

The Board proceeds to another administrative matter that had previously been treated informally. For the sake of transparency, the chair proposes formally appointing Manager Bakkum as Secretary of the Board, effective March 1. A motion and second follow, with no additional questions raised, and the chair calls for a roll-call vote. Immediately afterward, the Board turns to a second organizational item involving the district’s grant-seeking process. The chair explains that while the Board must approve receipt of grants and execution of contracts, it had never formally authorized the administrator to prepare and submit grant applications. To resolve this, the chair presents a motion authorizing the Administrator Lytle to work with staff to prepare and submit applications aligned with the district’s water management priorities and certifying the administrator’s authority to act on behalf of the district. The motion is made and seconded; brief discussion occurs, and a roll-call vote is requested.

Action: Approval in recognizing Manager Kuplic’s resignation and for her distinguished service									
1st:		2nd:							
McN.	Y	Bak.	Y	Kup.	Y	Bar.	Y	Vis.	Y
Motion Carried									

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Action: Approval in recognizing of Manager Kuplic’s resignation and for her distinguished service									
1st:		2nd:							
McN.	Y	Bak.	Y	Kup.	Y	Bar.	Y	Vis.	Y
Motion Carried									

Action: Approval to accept Manager McNew’s reappointment on the floor.									
1st:		2nd:							
Bak.	Y	Kup.	Y	McN.	Y	Bar.	Y	Vis.	Y
Motion Carried									

Action: Approval to appoint Manager Kyle Bakkum as Secretary effective March 1.									
1st:		2nd:							
McN.	Y	Kup.	Y	Bar.	Y	Bak.	Y	Vis.	Y
Motion Carried									

Action: Approval to authorize the Administrator Lytle to prepare and submit grant applications									
1st:		2nd:							
McN.	Y	Kup.	Y	Bar.	Y	Bak.	Y	Vis.	Y
Motion Carried									

6. ADMINISTRATIVE REPORTS

The meeting transitions into administrative reports by Chair Barisonzi noting that a complete written admin report had been submitted prior to the meeting. Lytle then begins reporting a possible slight delay in the substantial completion date for “Area 3,” though emphasizes that project progress remains largely on schedule. The potential delay may lead to official correspondence requesting date adjustments to the district’s formal contract, but he stresses that this is not a major concern.

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Lytle then explains administrative updates surrounding the district’s new payment card system. Historically, the district had no dedicated purchasing card or checkbook, resulting in district expenses being placed on personal credit cards and later reimbursed—an arrangement he and the chair characterize as financially risky and inefficient. The new district card will streamline recurring payments, such as software subscriptions, and operate within established financial controls. The chair elaborates on the importance of keeping district expenses off personal accounts, noting the potential for errors and misinterpretation of vendor payments.

Lytle continues the report with an overview of the district’s capacity to receive donations directly, noting that statutory authority exists for the district to accept contributions without needing a partnering 501(c)(3). However, proper policies and software infrastructure are required to track such revenue responsibly. This may involve acquiring accounts-receivable tools, donation-processing systems, or e-commerce solutions (such as Stripe or Shopify) to standardize collection and documentation. These improvements aim to eliminate the current ad-hoc processes that allow frequent coding errors and inefficiencies.

Administrator Lytle concludes with an update on partnership work with the Dakota Soil and Water Conservation District, noting progress on a riverbank erosion video project and valuable resources obtained from neighboring watershed districts. He expresses optimism about cross-organizational collaboration and shared learning opportunities.

7. ADJOURNMENT

Closing remarks express gratitude for Manager Kuplic’s service and mutual good wishes among attendees.

The meeting was adjourned at 7:58 PM CST.