

BCWRD Meeting Minutes  
January 4, 2023  
Approved 2/8/2023.

Agenda Items	Discussion	Board Action	Responsible Party(s)	Due Date
--------------	------------	--------------	----------------------	----------

**Present:** James Landenberger; Dennis Reep; Roger Smith; Randy Binegar; Cory Palm via Phone; Michael Gunsch, Houston Engineering; Dave Bliss, Bliss Law Firm, Jerry Woodcox, Burleigh County Commissioner and Wendy Egli, Fronteer Professional Services  
**Others Present:** Dave Robinson and Dave Mayer (Bismarck Parks & Rec), Casey Einrem, ND Hwy Dept, Steve Isle, Brad Fettig

Chairman Landenberger called the meeting to order at 8:02 am. Roll call was taken and a quorum was declared.

Agenda Items	Discussion	Action Taken	Responsible Party(s)	Due Date
<b>Reorganization – Election of Officers</b>	Meeting was turned over to Vice-Chairman Palm. Vice-Chairman Palm asks for nominations for Chairman.  Hearing no further nominations, Mgr. Palm closed nominations and called for a vote.	Mgr. Reep Nominated Mgr. James Landenberger to continue as Chairman, Mgr. Binegar seconded.,  Mgr. Landenberger was re-elected chairman via voice vote (Mgr. Landenberger abstain).		
	Meeting turned back over to Chairman Landenberger			
	Chairman Landenberger asks for nominations for Vice-Chairman.  Hearing no further nominations, Chairman Landenberger closed nominations and called for a vote.	Mgr. Reep nominated Mgr. Cory Palm to continue as vice-chairman, Mgr. Smith seconded.  Motion carried by majority roll call vote (Mgr. Palm abstain)		
	Chairman Landenberger asks for nominations for Secretary/Treasurer.  Hearing no further nominations, Chairman Landenberger closed nominations and called for a vote.	Mgr. Palm nominated Mgr. Dennis Reep to continue as Secretary/Treasurer, Mgr. Binegar seconded.  Motion carried by majority roll call vote (Mgr. Reep abstain)		
<b>Review and Approve Member Portfolios</b>				
	Mgr. Landenberger suggests Binegar as McDowell Dam Portfolio holder with Landenberger as alternate.  Mr. Gunsch suggests adding Country Creek 3 <sup>rd</sup> . Mgr. Smith agrees to be the lead and Mgr. Palm as alternate.  Dates need to be corrected to 2023.	Mgr. Smith motions to approve with amendments and Mgr. Palm seconds. Motion carried by unanimous voice vote.		
<b>Reappointment of Administrative Secretary</b>		Mgr. Reep motions to reappoint Fronteer Professional Services as the administrative Secretary for 2023. Mgr. Smith seconds. Motion carried by unanimous roll call vote.		

Agenda Items	Discussion	Board Action	Responsible Party(s)	Due Date
Reappointment of Engineer		Mgr. Palm motions to reappoint Houston Engineering as the Engineer for 2023. Mgr. Binegar seconds. Motion carried by unanimous roll call vote.		
Reappointment Legal Counsel		Mgr. Reep motions to reappoint Bliss Law Firm/David Bliss as Legal Counsel for 2023. Mgr. Palm seconds. Motion carried unanimous roll call vote.		
Approval of 08/10/2022 Minutes		Mgr. Reep motions to approve 12/24/2022 minutes; Mgr. Binegar second. Carried by unanimous voice vote		
Amendments and Approval of Agenda	No Amendments	Mgr. Binegar motions to approve agenda, Mgr. Smith seconds. Carried by unanimous voice vote.		
Comments from Members of the Pubic	None noted.			
McDowell Dam				
Facility Update	No updates			
Supplemental Water Supply Alternative intake site update	Landowner research is still being done.			
Emergency Action Plan Update	This is completed and in the book. There are a few changes yet to be made and then it will be mailed out.			
O&M Manual Revisions	Houston Engineering as received a copy, they are in the process of updating with projects that have happened since the last update. This should be completed by next month.			
Financial Reports				
Balance Sheet	None noted.	<b>Mgr. Reep motion to approve balance sheet; Mgr. Smith second. Carried by unanimous roll call vote.</b>		
Profit & Loss	None Noted	<b>Mgr. Reep motion to approve profit &amp; loss; Mgr. Binegar second. Carried by unanimous roll call vote.</b>		
Job Service Unemployment Rate	For information only			

Agenda Items	Discussion	Board Action	Responsible Party(s)	Due Date
<b>Drainage Permits/Complaints/ Issues: Open</b>	<p>Complaint was that there was a rock pile in the waterway adjacent to the complainant's property. Brad Fettig, property owner at 6260 80<sup>th</sup> St NE was in attendance and explained that the rock was installed to prevent manure and contamination from the complainant's cattle operation to flow onto his property.</p> <p>It was determined that until a formal complaint is filed, the board will just wait and see what the Dept of Environmental Quality determines in the spring.</p>	Mgr. Palm motions to close this complaint and Mgr. Smith 2nds. Motion carried by unanimous roll call vote.		
<b>Drainage Permits/Complaints/ Issues: Closed</b>	None			
<b>Projects</b>				
<b>Sibley Island</b>				
<b>Landowner Notification Letter</b>	Letter was mailed out. There have been a few inquiries, two from properties located outside the project area			
<b>Meeting with Bismarck Parks and Rec</b>	Michael Gunsch met with Bismarck parks and Rec regarding General Sibley Park to discuss the projects impact on the park.			
<b>HEI Contract Revision (Funding allocation and DWR Cost Share Revision)</b>	Contract with Houston Engineering is being increased \$73,800	Mgr. Palm motions to approve the contract and Mgr. Smith seconds. Motion approved by unanimous roll call vote.		
<b>Public Information Meeting</b>	Meeting date is preliminarily set for February 16 <sup>th</sup> at 6pm pending location availability. This is an informational only meeting with no voting.			
<b>Other Old Business</b>				
<b>Policy Manual</b>				
<b>Calendar Update</b>	<p>Suggested additions:</p> <p>July – Mention summer water user meeting</p> <p>December – mention winter conference</p> <p>Post on website</p>			
<b>New Business</b>				
<b>Approval of Bills</b>	Bills were presented totaling \$39,478.82	<b>Mgr. Reep motion to approve payment of bills; Mgr. Palm second. Motion carried by unanimous roll call vote.</b>		

Agenda Items	Discussion	Board Action	Responsible Party(s)	Due Date
--------------	------------	--------------	----------------------	----------

<b>Next Meeting</b>	The next meeting date is February 8, 2023 at 8:00 AM in the Tom Baker Room.			
---------------------	---	--	--	--

With no further business the meeting adjourned at 9:06 a.m.

Wendy Egli, BCWRD Admin. Secretary