

BCWRD Meeting Minutes  
 January 12, 2024  
 Approved 2/14/2024 Mtg.

Agenda Items	Discussion	Board Action	Responsible Party(s)	Due Date
<p><b>Present:</b> James Landenberger; Dennis Reep; Roger Smith; Randy Binegar; Kathleen Jones; Michael Gunsch and Travis Johnson, Houston Engineering; Dave Bliss, Bliss Law Firm, Jerry Woodcox, Burleigh County Commissioner and Wendy Egli, Fronteer Professional Services  <b>Others Present:</b> Dave Robinson and Dave Mayer (Bismarck Parks &amp; Rec), Casey Einrem, ND Hwy Dept, Steve Isle</p> <p>Chairman Landenberger called the meeting to order at 8:00 am. Roll call was taken and a quorum was declared.</p>				
	Discussion	Action Taken	Responsible Party(s)	Due Date
<b>Welcome and Thank You</b>	Chairman Landenberger welcomes Manager Kathleen Jones to the board and thanks Cory Palm for his 3 years of service.			
<b>Reorganization – Election of Officers</b>	Chairman Landenberger asks for nominations for Chairman.  Mgr. Reep moves to cease nominations. Mgr. Jones moves to cease nominations and proceed with vote. Mgr. Binegar 2 <sup>nd</sup> .	Mgr. Smith Nominates Mgr. James Landenberger to continue as Chairman, Mgr. Jones seconds.  Mgr. Landenberger was re-elected chairman via voice vote (Mgr. Landenberger abstaining).		
	Chairman Landenberger asks for nominations for Vice-Chairman.  Mgr. Smith moves for nominations to cease and a unanimous ballot be cast for Mgr. Binegar as Vice Chairman. Mgr. Jones Seconds.	Mgr. Reep nominated Mgr. Randy Binegar as vice-chairman, Mgr. Jones seconded.  Mgr. Binegar is elected vice-chairman via voice vote (Mgr. Binegar abstaining)		
	Chairman Landenberger asks for nominations for Secretary/Treasurer.  Mgr. Smith moves for nominations to cease and a unanimous ballot be cast for Mgr. Reep as Secretary/Treasurer. Mgr. Jones Seconds.	Mgr. Jones nominates Mgr. Dennis Reep to continue as Secretary/Treasurer, Mgr. Binegar seconded. Mgr. Reep is elected secretary/treasurer via voice vote (Mgr. Reep abstaining)		
<b>Review and Approve Member Portfolios</b>				
	Kathleen Jones agrees to take over as lead on Burnt Creek Watershed/Floodway, Landowner Complaints, ND Rural Water Districts, Brookfield Estates, and as alternate for Ward/Ash Coulee and Country Creek 3 <sup>rd</sup> .  James Landenberger moves to alternate for ND Rural Water Districts	Mgr. Jones motions to approve with amendments and Mgr. Binegar seconds. Motion carried by unanimous voice vote.		

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Reappointment of Administrative Secretary		Mgr. Reep motions to reappoint Fronteer Professional Services as the administrative Secretary for 2024. Mgr. Jones seconds. Motion carried by unanimous roll call vote.		
Reappointment of Engineer		Mgr. Smith motions to reappoint Houston Engineering as the Engineer for 2024. Mgr. Binegar seconds. Motion carried by unanimous roll call vote.		
Reappointment Legal Counsel		Mgr. Jones motions to reappoint Bliss Law Firm as Legal Counsel for 2024. Mgr. Reep seconds. Motion carried by unanimous roll call vote.		
Approval of 12/13/2023 Minutes		Mgr. Binegar motions to approve 12/13/2023 minutes; Mgr. Reep seconds. Motion carried by unanimous voice vote		
Amendments and Approval of Agenda	No Amendments	Mgr. Jones motions to approve agenda, Mgr. Reep seconds. Motion carried by unanimous voice vote.		
Comments from Members of the Pubic	None noted.			
McDowell Dam				
Facility Update	Paddle boats have been ordered and should arrive in May. They are working with the county on the chip seal project. Bid is planned for March			
Supplemental Water Supply Easement Acquisition Status	Board will go into executive session at their Board meeting in February to discuss			
Financial Reports				
Balance Sheet	None noted.	<b>Mgr. Reep motions to approve balance sheet; Mgr. Binegar seconds. Motion carried by unanimous roll call vote.</b>		
Profit & Loss	None Noted	<b>Mgr. Reep motions to approve profit &amp; loss; Mgr. Jones seconds. Motion carried by unanimous roll call vote.</b>		
Financial Institution Discussion	The Board currently uses Bravera Bank Center	<b>Mgr. Reep motions that the Burleigh County Resource District in accordance with ND Century Code 21-04-03 designate Bravera Bank Center located at 320 N 4<sup>th</sup> St, Bismarck ND as its depository. Mgr. Jones seconds. Motion carried by unanimous roll call vote.</b>		

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<b>Drainage Permits/Complaints/ Issues: Open</b>	None			
<b>Drainage Permits/Complaints/ Issues: Closed</b>	7232 Signal St – Schaff (Notice and Order) – Resolution Pending (2024) – no action, will need to be followed up on in spring			
<b>Projects</b>				
<b>Sibley Island</b>				
<b>Preliminary Engineering Report</b>	Draft in process			
<b>Cost Share Request</b>	Cost Share Request was submitted to NDSWC. It was presented at the pre-commission meeting with no discussion and will be on February’s agenda for approval.			
<b>Economic Assessment</b>	New OPC is around 2.2 million			
<b>Easement – Yarham Parcel</b>	Discussions are being held with the purchaser. Next steps are to complete the preliminary engineering report, get that approved by the manager, then schedule public meeting.			
<b>Hoge Island Stabilization</b>				
<b>Construction Progress</b>	All rock placement has been completed. Mgr. Binegar and Chairman Landenberger both commented on how nice everything looks and thanked both Bohlman Trenching and Houston Engineering, all landowners, and the Board for a job well done.			
<b>Pay Request #2</b>	Travis Johnson turned in pay request #2 from Bohlman Trenching that includes change order #1 for the increase in rock.			
<b>Clean up and seeding</b>	Only thing left to complete is to finish spreading topsoil and seeding in the spring.			
<b>Other Old Business</b>				
<b>Highway Dept O&amp;M Agreements</b>	None			
<b>Annual Project Inspections</b>	No updates			
<b>Missouri River Joint Board Update</b>	Meeting was held in December. Additional counties are being allowed to join after resolutions were passed.			
<b>Policy Manual</b>	No Update			
<b>149<sup>th</sup> Avenue Outfall Restoration</b>	This has been completed for 2023, invoice is in with bills			

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<b>New Business</b>				
<b>Supreme Court Decision – Sargent County</b>	There are limits on how many years worth of assessments you can have on hand for projects. Michael Gunsch went through different projects and discussed how this affects our O&M assessments. 6 years worth of assessments that would be raised is the limit.			
<b>Approval of Bills</b>	Bills were presented totaling \$187,206.13	<b>Mgr. Reep motions to approve payment of bills; Mgr. Jones seconds. Motion carried by unanimous roll call vote.</b>		
<b>Next Meeting</b>	The next meeting date is February 14, 2024 at 8:00 AM in the Tom Baker Room.			

With no further business the meeting adjourned at 9:15 a.m.

Wendy Egli, BCWRD Admin. Secretary