

BCWRD Meeting Minutes
February 14, 2024
Approved – March 13, 2024 Mtg

Agenda Items	Discussion	Board Action	Responsible Party(s)	Due Date
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Present: James Landenberger; Dennis Reep; Roger Smith; Randy Binegar; Kathleen Jones; 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, Scott Wegner, Arntson Stewart Wegner PC

Chairman Landenberger called the meeting to order at 8:00 am. Roll call was taken and a quorum was declared.

	Discussion	Action Taken	Responsible Party(s)	Due Date
Approval of 01/19/2024 Minutes		Mgr. Jones motions to approve 01/19/2024 minutes; Mgr. Binegar seconds. Motion carried by unanimous voice vote		
Amendments and Approval of Agenda	Add Jeffrey Goetz Complaint Add Burnt Creek under Projects Add Payroll Subscription Software under Financial	Mgr. Smith motions to approve agenda, Mgr. Jones seconds. Motion carried by unanimous voice vote.		
Comments from Members of the Pubic	None noted.			
McDowell Dam				
Facility Update	No Update			
Supplemental Water Supply Easement Acquisition Status	Executive Session			
Financial Reports				
Balance Sheet	None noted.	Mgr. Reep motions to approve balance sheet; Mgr. Jones seconds. Motion carried by unanimous roll call vote.		
Profit & Loss	None Noted	Mgr. Reep motions to approve profit & loss; Mgr. Jones seconds. Motion carried by unanimous roll call vote.		
McDowell Dam Insurance	This was taken care of by Dave Robinson and Dave Mayer			
Payroll Subscription Renewal	The Board currently uses Quickbooks software to process payroll. The software doubled in price. Discussion was held to	Mgr. Jones motions to move payroll to Fronteer Professional Services systems. Mgr. Reep		

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	forgo renewing the software and contract with Fronteer Professional Services to do the payroll through their systems.	seconds. Motion carried by unanimous roll call vote.		
Drainage Permits/Complaints/ Issues: Open	Grass Lake, Watson Johnson – Law that was applicable has been repealed so there is nothing for us to do. Hold until we have more information.			
	Jeffrey Goetz complaint – Casey Einrem is going to take a look and make sure nothing more is at issue. The culvert is open, the natural drainage does go through his yard. Part of the issue is people 4 wheeling and tearing up the ditches. These will all need to be regraded and that should help.			
Drainage Permits/Complaints/ Issues: Closed	7232 Signal St – Schaff (Notice and Order) – Resolution Pending (2024) – no action, will need to be followed up on in spring			
Projects				
Sibley Island				
Preliminary Engineering Report	Draft in process – March Meeting			
Cost Share Request				
Economic Assessment				
Updated Special Assessment District and Benefit Memo	There has been a slight increase. These are final numbers. Hearing date will be set next month for mid-late April			
Easement (Yarham Parcel)	Ongoing			
Hoge Island Stabilization				
Issuance of Bonds	Spring 2024			
Bond Council Presentation	Scott Wegner of Arntson Stewart Wegner PC gave a presentation on the pros and cons of self financing.			
Clean up and seeding	Spring of 2024			
SWC Cost Share (Partial)	Will probably be sent in April. Will need to go into subcommittee which changes the timeline.			
Burnt Creek	We currently have a 3 year contract with Dakota Helicopters. They are planning on spraying in July depending on weather. Mgr. Jones will bring in someone to discuss options for changing our process.			
Other Old Business				
Highway Dept O&M Agreements	None			

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Annual Project Inspections	No updates			
Missouri River Joint Board Update	Joint Powers agreement is currently in development. Last year we contributed 20,000 towards EAE, they received a significant donation and will not be requesting this for the current year.			
Policy Manual	No Update			
New Business				
2025 Water Development Plan	There is a deadline of April 20 th to submit future projects and update on current projects. Mr. Gunsch will have drafts in March.			
Approval of Bills	Bills were presented totaling \$97,307.88	Mgr. Reep motions to approve payment of bills; Mgr. Jones seconds. Motion carried by unanimous roll call vote.		
Adjourn for Executive Session		Mgr. Binagar motions to Adjourn for Executive Session to consult with District legal counsel regarding easement negotiations for McDowell Dam and Sibley Island projects pursuant to N.D.C.C. 44-04-19.2. Mgr. Jones seconds. Motion carried by unanimous roll call vote.		
Reconvene Regular Meeting	Meeting reconvened at 10:18 am			
	One action was made during the executive session	Motion was passed to Authorize Houston Engineering to complete an evaluation of the McDowell Dam Supplemental Water Supply project using more current data and to proceed with an appraisal of the needed parcels associated with the McDowell Dam Supplemental Water Supply Project.		
Next Meeting	The next meeting date is March 13, 2024 at 8:00 AM in the Tom Baker Room.			

With no further business the meeting adjourned at 10:19 a.m.

Wendy Egli, BCWRD Admin. Secretary