

BCWRD Meeting Minutes  
 January 14, 2026  
 Approved – February 4, 2026 Meeting

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

**Present:** James Landenberger; Roger Smith; Dennis Reep; Chuck Mischel; Michael Gunsch and Travis Johnson, Houston Engineering; Dave Bliss, Bliss Law Firm; Wendy Egli, Fronteer Professional Services; Jerry Woodcox, Burleigh County Commissioner;  
**Others Present:** Dave Robinson and Dave Mayer (Bismarck Parks & Rec), Casey Einrem, Burleigh County Highway Dept; Mitch Flanagan, Burleigh County Planning & Zoning; Brian Mager, Burleigh County Resident;

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
<b>Reorganization – Election of Officers</b>	Chairman Landenberger asks for nominations for Chairman.	Mgr. Smith Nominates Mgr. James Landenberger to continue as Chairman, Mgr. Mischel seconds. Mgr. Smith moves to cease nominations and nominate James Landenberger as chairman. Mgr. Mischel seconds.  Mgr. Landenberger was re-elected chairman via voice vote.		
	Chairman Landenberger asks for nominations for Vice-Chairman.	Mgr. Mischel nominates Mgr. Roger Smith as vice-chairman, Mgr. Reep seconds. Mgr. Reep moves to cease nominations and nominate Roger Smith as Vice-Chairman. Mgr. Mischel seconds.  Mgr. Smith is elected vice-chairman via voice vote.		
	Chairman Landenberger asks for nominations for Secretary/Treasurer.	Mgr. Mischel nominates Mgr. Dennis Reep to continue as Secretary/Treasurer, Mgr. Smith seconds. Mgr. Smith moves to cease nominations and nominate Mgr. Reep as Secretary/Treasurer. Mgr. Mischel seconds.  Mgr. Reep is reelected secretary/treasurer via voice vote.		
<b>Review and Approve Member Portfolios</b>				
		Tables until February meeting when full board is in place.		

Agenda Items	Discussion	Board Action	Responsible Party(s)	Due Date
<b>Reappointment of Administrative Secretary</b>				
		Mgr. Smith motions to reappoint Fronteer Professional Services as the administrative Secretary, Mr. David Bliss as the District's Attorney, and Houston Engineering as the District's Engineer for 2026. Mgr. Mischel seconds. Motion carried by unanimous voice vote.		
<b>Approval of 12/10/2025 Minutes</b>		It was moved by Manager Smith, seconded by Manager Mischel, and unanimously carried to approve the minutes of the December 10, 2025 meeting as presented.		
<b>Amendments and Approval of Agenda</b>	No Changes	It was moved by Manager Reep, seconded by Manager Smith, and unanimously carried to approve the agenda as presented.		
<b>Comments from Members of the Pubic</b>	None			
<b>McDowell Dam</b>	Dave mentioned that the shower house renovation contract will be approved at the next park board meeting. They are not sure if construction will begin before or after the season.  The bid for a new tractor was awarded in December. It came in 25,000 lower than expected.			
<b>Supplemental Water Supply Easement Negotiations</b>	Executive Session was held at end of meeting.			
<b>OHF Grant</b>	This was denied.			
<b>Project Funding Opportunities</b>	Discussion was had regarding other options for funding. Consensus was to hold off for now.			
<b>Aero Club Lease</b>	Two of the leases have been signed. The Civil Air Patrol Lease is still in process.			
<b>Financial Reports</b>				
<b>Financials</b>				
<b>Balance Sheet</b>	Manager Reep went over the income for the month and the balances in the checking and reserve accounts.	A motion was made by Manager Reep and seconded by Manager Smith, to approve the Balance Sheet as presented. Upon roll call vote, the motion carried unanimously.		

Agenda Items	Discussion	Board Action	Responsible Party(s)	Due Date
		Consensus was also to leave funds in the Bravera Wealth account rather than purchase CDs at this time.		
<b>Profit &amp; Loss</b>	None Noted	A motion was made by Manager Reep and seconded by Manager Smith, to approve the Profit & Loss Statement as presented. Upon roll call vote, the motion carried unanimously.		
<b>Drainage Permits/Complaints/ Issues: Open</b>				
	Keelboat Park – No updates			
	Hawktree HOA – The HOA has hired an engineering firm to do the work on this.			
	Grande Prairie Estates – The dam will not be restored			
<b>Drainage Permits/Complaints/ Issues: Closed</b>				
<b>Projects</b>				
<b>Hoge Island Stabilization</b>				
<b>Access Easement Revisions</b>	No updates			
<b>David Tschider</b>	NDDWR Section 32 – This is being monitored.			
<b>Roger Kjonas</b>	The Hardpoint here has eroded. May be some work needed in the spring.			
<b>Apple Creek U-Mary Slide</b>	There is some movement. This needs to be monitored over time to see if it is continuous			
<b>Braun/BGC Monitoring</b>	There is a meeting with DES on Friday. There has been slight movement. Monitoring may need to be extended.			
<b>HMGP Quarterly Report on Progress</b>	This has been submitted			

Agenda Items	Discussion	Board Action	Responsible Party(s)	Due Date
<b>MRCC Proposed Work</b>	MRCC is looking at doing some work near our levee. Mr. Johnson will keep in contact with them to make sure it does not affect the levee.	Consensus is to approve		
<b>Other Old Business</b>				
<b>Burleigh County CRS</b>	Mitch Flanagan updated that he had received a spreadsheet of properties that are in question. There will be another CAV visit in Feb and April. The ETA becomes effective March 1 <sup>st</sup> when approximately another 1800 properties that are in the flood plain will then be under County Jurisdiction.			
<b>Burleigh County Commission withdrawing from Garrison Diversion Conservancy District</b>	A public Hearing is being scheduled by the GDCD.			
<b>MRCC Update</b>	No Update at this time.			
<b>New Business</b>				
<b>2026 Proposed Meeting Dates</b>	February 18 is being moved to February 4 <sup>th</sup> .			
<b>USGS Joint Funding Agreement for Apple Creek Stream Gauges</b>		<b>Mgr. Smith motions to approve. Mgr. Mischel seconds. Motion approved via voice vote.</b>		
<b>NDDWR Annual Water Use Survey</b>	Houston will complete this.			
<b>Correspondence or Document Information</b>	Plat & SWMP's are not included in the agenda packet due to size. These are available upon request.			
<b>Approval of Bills</b>	Bills totaling \$70,257.57 are presented.	It was moved by Manager Reep, seconded by Manager Smith, to approve the bills as presented. Upon roll call vote, the motion carried unanimously.		
<b>Adjourn for Executive Session</b>	8:57 a.m.	<b>Mgr. Smith motions to adjourn and reconvene in executive session. Mgr. Mischel 2<sup>nd</sup>. Motion passes via voice vote.</b>		
Reconvene from Executive Session	9:19 am. No actions taken during executive session			

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

<b>Next Meeting</b>	The next meeting of the Burleigh County Water Resource District will be held on Wednesday, February 4th, 2026, at 8:00 a.m. in the Tom Baker Room located at 221 N 5 <sup>th</sup> Street, Bismarck, ND.			
---------------------	--	--	--	--

There being no further business to be considered by the Board, Chairman Landenberger adjourned the meeting at 9:20 a.m.  
 Wendy Egli, BCWRD Admin. Secretary