

BCWRD Meeting Minutes  
August 13, 2025  
Approved – September 10<sup>th</sup> Meeting

Agenda Items	Discussion	Board Action	Responsible Party(s)	Due Date
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**Present:** James Landenberger; Roger Smith; Dennis Reep; Kathleen Jones arrived 8:13; Chuck Mischel; Michael Gunsch and Travis Johnson, Houston Engineering; Dave Bliss, Bliss Law Firm; and Wendy Egli and Danita Sperle, Fronteer Professional Services; Jerry Woodcox, Burleigh County Commission  
**Others Present:** Dave Robinson and Dave Mayer (Bismarck Parks & Rec), Casey Einrem, Burleigh County Highway Dept;

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>Approval of 07/16/2025 Minutes</b>		It was moved by Manager Smith, seconded by Manager Mischel, and unanimously carried to approve the minutes of the July 16, 2025 meeting as presented.		
<b>Amendments and Approval of Agenda</b>	Add 6d, Bravera Bank – Titus Gietzen	It was moved by Manager Smith, seconded by Manager Mischel, and unanimously carried to approve the agenda as amended.		
<b>Comments from Members of the Pubic</b>	None			
<b>McDowell Dam</b>	David Mayer gave an update on McDowell Dam. Traffic counts were 11,534, trail counter is not accurate. The water quality test came back good. No word on the playground equipment yet, should be fairly soon.			
<b>Supplemental Water Supply Easement Negotiations</b>	Easement for Van Beek has been recorded and check has been sent, Anderson easement is still pending.			
<b>Conditional Water Permit</b>	This has been extended to February of 2028			
<b>Consideration of grant application process</b>	There was some discussion on what grants could be available and which ones this would qualify for.			
<b>Bank Stabilization and Trail Protection</b>	The final pay request for this project is in the packet with the bills.			
<b>Emergency Action Plan</b>	No updates.			
<b>Insurance Claim</b>	The adjuster has been out to look over the damage. Manager Mischel will get together with Dave to look over the damage and determine what all will be repaired and when.			

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<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 Jones, to approve the Balance Sheet as presented. Upon roll call vote, the motion carried unanimously.		
<b>Profit &amp; Loss</b>	None Noted	A motion was made by Manager Reep and seconded by Manager Jones, to approve the Profit & Loss Statement as presented. Upon roll call vote, the motion carried unanimously.		
<b>2026 Budget</b>	Commissioner Woodcox does not foresee any changes. We should receive approximately 1.33 mills (\$983,000) approximately for 2026.			
<b>Bravera Bank</b>	Titus Gietzen with Bravera Bank presented options for investing funds we currently have.	Board Consensus is to leave investments as is in the Bravera Wealth fund.		
<b>Drainage Permits/Complaints/Issues: Open</b>				
	River Road – Box Culvert and Channel Cleanout Casey Einrem, Burleigh County Highway Department gave an update that this is on the list to be completed.			
	Keelboat Park – No Updates			
	Hawktree HOA – Houston Engineering does not see any jurisdictional area from this Board			
	Mike Koch – No Update			
<b>Drainage Permits/Complaints/Issues: Closed</b>				
<b>Projects</b>				
<b>Hoge Island Stabilization</b>				
<b>Access Easement Revisions</b>	No updates			
<b>Homelvig Inquiry</b>	No Updates			

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<b>Apple Creek U-Mary Slide</b>				
<b>Braun/BGC initial review process ongoing Scope Revision – Control Point Survey</b>	<p>Michael Gunsch gave an update. Barr Engineering as begun initial drilling. Drainage system is installed. A UEI number is required to receive reimbursement. This is in process.</p> <p>Control Point Survey – this is on hold it may not be needed.</p>			
<b>Other Old Business</b>				
<b>Crystal Springs Watershed Initiative</b>	Michael Gunsch gave a presentation on this project. No action was taken.			
<b>Burleigh County CRS</b>	No Update			
<b>Multi-Hazard Mitigation Plan Update</b>	No update.			
<b>New Business</b>				
<b>MRJWB EAE Program Contribution</b>	Roger will get in touch with them to send us an invoice			
<b>Burnt Creek Fence Issues</b>	<p>Manager Jones mentioned that the fence wires have been cut but since repaired. Any other repairs to the fences will be done by Low Key Services.</p> <p>Manager Jones updated on the spraying. We may have to an additional spraying.</p>	<b>Consensus of the board is to allow Low Key Services to do the repairs to the fences.</b>		
<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 \$220,357.59 are presented.	It was moved by Manager Reep, seconded by Manager Jones, to approve the bills as presented. Upon roll call vote, the motion carried unanimously.		
<b>Next Meeting</b>	The next meeting of the Burleigh County Water Resource District will be held on September 10, 2025 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 9:42 a.m.  
Wendy Egli, BCWRD Admin. Secretary