

BCWRD Meeting Minutes  
October 8, 2025  
Approved – November 12, 2025 Meeting

Agenda Items	Discussion	Board Action	Responsible Party(s)	Due Date
<p><b>Present:</b> James Landenberger; Roger Smith; Dennis Reep; Kathleen Jones; Chuck Mischel; Michael Gunsch and Travis Johnson, Houston Engineering; Dave Bliss, Bliss Law Firm; Wendy Egli, Fronteer Professional Services.</p> <p><b>Others Present:</b> Dave Robinson and Dave Mayer (Bismarck Parks &amp; Rec), Casey Einrem, Burleigh County Highway Dept; Mitch Flanagan, Burleigh County Planning &amp; Zoning</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>Approval of 09/10/2025 Minutes</b>		It was moved by Manager Jones, seconded by Manager Smith, and unanimously carried to approve the minutes of the September 10, 2025 meeting as presented.		
<b>Amendments and Approval of Agenda</b>	Add 2 items under new business. Meeting agenda notification and December board meeting date change. Also add information for the ND Water Users Meeting	It was moved by Manager Jones, seconded by Manager Smith, 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 13,795, trail counter is 1320. They have had many cross country meets this year, 16 so far. All docks have been pulled due to staffing issues. Playground is roughly 97% completed and should be completed by the end of this week. Dakota West Arts Council is asking for support for a national grant to hold concerts at McDowell Dam. Insurance – shingle and metal roofing projects have been approved.	<b>It was moved by Manager Jones, seconded by Manager Smith to issue a letter of support to Dakota West Arts Council. Motion approved unanimously by voice vote.</b>		
<b>Supplemental Water Supply Easement Negotiations</b>	A letter has been sent out to the remaining landowner. They have 15 days from receipt of the letter to reply.			
<b>Consideration of grant application process</b>	Houston asked for authorization to complete and file this application.	Consensus from board is to go ahead and file this application.		

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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>	This has been approved			
<b>Drainage Permits/Complaints/ Issues: Open</b>				
	River Road – Box Culvert and Channel Cleanout Still too wet to complete			
	Keelboat Park – Still in Process			
	Hawktree HOA – Casey Einrem with Burleigh County Highway Department updated and informed the board that it sounds like an agreement has been reached. Houston will prepare a memo of their findings in order to close since there is no official complaint.			
	Mike Koch – Houston has created a special assessment district. They would like to board members to meet at their office to discuss next steps.			
	Chase Dewitz – No discussion, this can be closed.			
<b>Drainage Permits/Complaints/ Issues: Closed</b>				
<b>Projects</b>				
<b>Hoge Island Stabilization</b>				
<b>Access Easement Revisions</b>	No updates			

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<b>David Tschider</b>	Mr. Tschider contacted the board regarding Maintenance on Section 32 Structure and New Stabilization area. He is looking at doing some maintenance on his 2 properties. Houston Engineering is asking if they have permission to represent him in regards to permits. The board has no issue with this.			
<b>Apple Creek U-Mary Slide</b>				
<b>HMGP Quarterly Report on Progress</b>	There is a quarterly report on progress due October 15, 2025. Michael Gunsch will get this completed.			
<b>Burnt Creek Special Assessment District</b>	Letter to County Auditor along with assessment information is presented.	A motion was made by Manager Jones and seconded by Manager Smith, to approve the Burnt Creek Special Assessments as presented. Upon roll call vote, the motion carried unanimously.		
<b>Other Old Business</b>				
<b>Burleigh County CRS</b>	Still being reviewed.			
<b>ETA Observation Summary</b>	Discussion was had about the ETA discussions going on in the city and county and what the cost to the county could end up being. Manager Jones will attend the ETA meetings held by the County and City.			
<b>New Business</b>				
<b>Meeting Agenda Notices</b>	Discussion was held regarding the request of the County Auditor to send out the meeting notice and agenda through his office. Century Code states that the presiding officer is responsible for the notices going out. The Board would like to continue to send out their own notification.			
<b>December Meeting</b>	This meeting is scheduled the same time as the ND Water Users meeting. Wendy will check on December 9 <sup>th</sup> as a possible date change.			
<b>ND Water Users Meeting</b>	Annual Joint ND Water Convention and Irrigation Workshop is being held December 9-11 in Bismarck.			
<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 \$158,827.34 are presented.	It was moved by Manager Reep, seconded by Manager Jones, to approve the bills as presented.		

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		Upon roll call vote, the motion carried unanimously.		
<b>Adjourn for Executive Session</b>	9:25 am.	<b>Mgr. Jones motions to adjourn and reconvene in executive session. Mgr. Reep 2<sup>nd</sup>. Motion passes via voice vote.</b>		
Reconvene from Executive Session	9:49 am. No actions taken during executive session			
<b>Next Meeting</b>	The next meeting of the Burleigh County Water Resource District will be held on November 12, 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 9:50 a.m.  
Wendy Egli, BCWRD Admin. Secretary