

BCWRD Meeting Minutes
November 12, 2025
Approved December 9, 2025 Meeting

Agenda Items	Discussion	Board Action	Responsible Party(s)	Due Date
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Present: James Landenberger; Roger Smith (via phone); Dennis Reep; Kathleen Jones; Chuck Mischel; Travis Johnson and Nic Cullen, 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; Wade Bachmeier, Missouri River Joint Water Board

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 10/08/2025 Minutes		It was moved by Manager Jones, seconded by Manager Reep, and unanimously carried to approve the minutes of the October 8, 2025 meeting as presented.		
Amendments and Approval of Agenda	No Changes	It was moved by Manager Reep, seconded by Manager Jones, and unanimously carried to approve the agenda as presented.		
Comments from Members of the Pubic	None			
McDowell Dam				
Supplemental Water Supply Easement Negotiations	A meeting was held with the remaining landowner. The documents were updated after the meeting and are waiting to be delivered. The landowner is out of state until the end of the month. Discussion was had on how to deliver the document to him. Travis Johnson from Houston Engineering will reach out to him.			
OHF Grant	Grant has been submitted.			
EAP Exercise	EAP exercise was completed on October 28 th . Discussion was had about the results and who is to be contacted. Those that are responsible should be familiar with the EAP and what their role is. Travis is updating the contacts and will make sure that Dave Robinson from McDowell Dam is on the list to receive a copy.			
Agricultural Land Lease Renewals	Attorney Bliss and Manager Mischel are working on contacting the Lessees regarding renewals of the leases.			

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Financial Reports				
Financials				
Balance Sheet	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.		
Profit & Loss	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.		
Release of Pledged Securities	Bravera is asking for us to release excess pledged securities.	A motion was made by Manager Reep and seconded by Manager Jones, to approve the release of pledged securities. Upon roll call vote, the motion carried unanimously.		
2024 Audit	The confidential draft report of the audit was sent to all board members. No action needed. Audit should be finalized soon.			
Drainage Permits/Complaints/Issues: Open				
	River Road – Box Culvert and Channel Cleanout This should be completed soon per Casey Einrem, BCHD			
	Keelboat Park – No updates			
	Hawktree HOA – Casey Einrem with Burleigh County Highway Department updated and informed the board that the Highway Department was contacted by the Engineer for the HOA and they are working on updating the storm water management plan over the winter for work to be completed next year.			
	Mike Koch – No updates			
Drainage Permits/Complaints/Issues: Closed				
	Chase Dewitz – Close			

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Projects				
Hoge Island Stabilization				
Access Easement Revisions	No updates			
David Tschider	Mr. Johnson updated the board that Mr. Tschider is waiting to hear from the Corps and the state.			
Apple Creek U-Mary Slide				
HMGP Quarterly Report on Progress	Quarterly Report is in the packet for review			
Reimbursement Request	This has been submitted			
Other Old Business				
Burleigh County CRS	Still being reviewed. This process will most likely have to start over once the ETA is released by the city.			
New Business				
Burleigh County Commission withdrawing from Garrison Diversion Conservancy District	<p>Discussion was held regarding this. Commissioner Woodcox asked the Board to pass a resolution to be forwarded to the County Auditor stating that the Board supports the Garrison Diversion Conservancy District.</p> <p>Wade Bachmeier with the Missouri River Joint Board was in attendance and asked the Board if they have a problem with the Joint Board sending the letters written by Ken Royse to the County Commissioners.</p>	<p>A motion was made by Manager Smith and seconded by Manager Jones, to submit a resolution stating the Board's support in continued membership in the Garrison Diversion Conservancy District. Upon roll call vote, the motion carried unanimously.</p> <p>The Board has no problem with this.</p>		
ND Water Users Meeting	All Managers will be in attendance			
Correspondence or Document Information	Plat & SWMP's are not included in the agenda packet due to size. These are available upon request.			
Approval of Bills	Bills totaling \$136,226.71 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.		

Agenda Items	Discussion	Board Action	Responsible Party(s)	Due Date
Next Meeting	The next meeting of the Burleigh County Water Resource District will be held on Tuesday, December 8, 2025, at 8:00 a.m. in the Tom Baker Room located at 221 N 5 th Street, Bismarck, ND.			

There being no further business to be considered by the Board, Chairman Landenberger adjourned the meeting at 9:14 a.m.
Wendy Egli, BCWRD Admin. Secretary