

BCWRD Meeting Minutes  
December 9, 2025  
Draft - Not Approved Yet

Agenda Items	Discussion	Board Action	Responsible Party(s)	Due Date
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**Present:** James Landenberger; Roger Smith; Dennis Reep; Kathleen Jones; Chuck Mischel; Michael Gunsch and Travis Johnson, Houston Engineering; Dave Bliss (Via Phone for Executive Session), Bliss Law Firm; Wendy Egli (Via Phone), Fronteer Professional Services;

**Others Present:**

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 11/12/2025 Minutes</b>		It was moved by Manager Jones, seconded by Manager Smith, and unanimously carried to approve the minutes of the November 12, 2025 meeting as presented.		
<b>Amendments and Approval of Agenda</b>	No Changes	It was moved by Manager Reep, seconded by Manager Jones, and unanimously carried to approve the agenda as presented.		
<b>Comments from Members of the Public</b>	None			
<b>McDowell Dam</b>				
<b>Supplemental Water Supply Easement Negotiations</b>	Documents were sent to landowner. We have confirmation he received but no other communication has occurred.			
<b>OHF Grant</b>	Mr. Johnson and Manager Landenberger will be presenting this today.			
<b>EAP Exercise</b>	Updates are continuing to be made.			
<b>Agricultural Land Lease Renewals</b>		<b>It was moved by Manager Mischel to approve the lease renewals and send them to the prospective lessees. Seconded by Manager Jones. Upon roll call vote, the motion carried unanimously.</b>		
<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		

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		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>Drainage Permits/Complaints/ Issues: Open</b>				
	River Road – Box Culvert and Channel Cleanout This has been completed can be closed			
	Keelboat Park – No updates			
	Hawktree HOA – No updates			
	A complaint was received regarding a private individual repairing a dam on his property. No formal complaint has been received. It is currently in the city's hands but Michael was just making us aware of it.			
<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 – Request Letter State has asked the Board to steep in and look at what is needed to solve this. They are on board with addressing a solution with 50% cost share.	Consensus is to sign and send request letter.		
<b>Apple Creek U-Mary Slide</b>				
<b>Braun/BGC Monitoring</b>	There has been slight movement. Monitoring may need to be extended.			
<b>HMGP Quarterly Report on Progress</b>	This is due January 16, 2026			

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<b>Reimbursement Request</b>	Received			
<b>Burnt Creek Grass Seeding</b>	Low Key will do some seeding in the spring	Consensus is to approve		
<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.			
<b>Other Old Business</b>				
<b>Burleigh County CRS</b>	No update			
<b>Burleigh County Commission withdrawing from Garrison Diversion Conservancy District</b>	Petition has been approved and sent to Garrison Diversion Conservancy District			
<b>New Business</b>				
<b>2026 Proposed Meeting Dates</b>	February 12, switched to 18 <sup>th</sup> November 11 <sup>th</sup> , switched to November 10 <sup>th</sup> December 9 <sup>th</sup> , switched to December 8th	<b>Consensus to approve.</b>		
<b>Annual levee inspections</b>	Mr. Johnson went through the levee inspections and addressed some areas of interest.			
<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 \$218,808.22 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>Adjourn for Executive Session</b>	8:51 a.m.	<b>Mgr. Jones motions to adjourn and reconvene in executive session. Mgr. Smith 2<sup>nd</sup>. Motion passes via voice vote.</b>		
Reconvene from Executive Session	9:13 am. No actions taken during executive session			

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<b>Next Meeting</b>	The next meeting of the Burleigh County Water Resource District will be held on Wednesday, January 14 <sup>th</sup> , 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 9:13 a.m.  
 Wendy Egli, BCWRD Admin. Secretary