

BCWRD Meeting Minutes
December 9, 2025
Approved at January 14, 2026 Meeting

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

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 |
|--|---|--|----------------------|----------|
| Approval of 11/12/2025 Minutes | | 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. | | |
| 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 | Documents were sent to landowner. We have confirmation he received but no other communication has occurred. | | | |
| OHF Grant | Mr. Johnson and Manager Landenberger will be presenting this today. | | | |
| EAP Exercise | Updates are continuing to be made. | | | |
| Agricultural Land Lease Renewals | | 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. | | |
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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 | | |

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| | | 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. | | |
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| Drainage Permits/Complaints/Issues: Open | | | | |
| | 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. | | | |
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| Drainage Permits/Complaints/Issues: Closed | | | | |
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| Projects | | | | |
| Hoge Island Stabilization | | | | |
| Access Easement Revisions | No updates | | | |
| David Tschider | NDDWR Section 32 – Request Letter State has asked the Board to step 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. | | |
| Apple Creek U-Mary Slide | | | | |
| Braun/BGC Monitoring | There has been slight movement. Monitoring may need to be extended. | | | |
| HMGP Quarterly Report on Progress | This is due January 16, 2026 | | | |

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

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| Next Meeting | The next meeting of the Burleigh County Water Resource District will be held on Wednesday, January 14 th , 2026, 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 9:13 a.m.
Wendy Egli, BCWRD Admin. Secretary