

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
<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		

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

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

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