

**WARD COUNTY WATER RESOURCE BOARD
MINUTES
JULY 10, 2023**

Vice Chairman Loren Johnson called the meeting to order at 9:30 a.m. Other Water Resource Board members present were Dale Dohms, Tom Klein, Travis Zabloutney and Jason Zimmerman (via WebEx). Tom Klein excused himself from the meeting at 9:41 a.m. Others present: Water Resource Board Secretary/Treasurer Sarah Walker, Water Resource Board Attorney Bryan Van Grinsven and Engineer Dennis Reep. Also present was Ward County Engineer Dana Larsen and Lathan Stroklund.

Agenda: Dohms moved and Klein seconded to approve the agenda with additions. The motion passed 5-0.

Previous Minutes: Zimmerman made a motion to approve the minutes from June 12, 2023. Dohms seconded the motion. The motion passed 5-0.

Bills/Statement of Accounts:

- The statement of accounts was reviewed. Zimmerman made a motion to approve a transfer of \$300,000.00 from the money market account to the checking account. Dohms seconded the motion. The motion passed 5-0.
- Updated CD rates were presented to the Board. Zimmerman moved to approve both CDs for six months at the rate of 5.10% and automatically roll over to the checking account if not renewed. Dohms seconded the motion. The motion passed 5-0.

Budget Hearing: The Water Resource Water Board hearing for the 2024 budget is scheduled July 18th at 12:10 p.m. in the Ward County commission chambers. Zimmerman to represent the Board at the hearing. Marisa Haman asked that the 2023 numbers be included on the 2024 budget request. Zimmerman and Reep will update as requested.

Engineer's Comments: HDR Engineer Reep summarized HDR's recommendations regarding the City of Minot Planning Packet and the following Ward County applications:

- Laumb – plat application – Carpio Township
- Kerbaugh – plat application – Greenbush Township
- Streitzi – plat application – Foxholm Township
- Walters – special use application – Sawyer Township
- Kohlman – variance application – Sawyer Township
- Rademacher – variance application – St. Mary's Township

Dohms made a motion to accept and adopt HDR's recommendations. Zabloutney seconded the motion. The motion passed 4-0.

Low Head Dams: HDR Engineer Reep provided a project status update.

- The geotechnical field collection is complete for Burlington Dam #3 (and subsequently all 5 dam sites). HDR is also processing boring logs, compiling data and analyzing soil samples.
- A cost share request was submitted to the North Dakota Department of Water Resources in the amount of \$108,274.13.

No action required.

DC23 001 Poleschook, Cordell vs Marcille, Nancy: Mr. Poleschook contacted the Water Resource Board office to obtain documents in regard to his complaint. The information was provided. Poleschook attended the May board meeting and then contacted Zimmerman after the meeting to discuss the results. A certified mailer with a dismissal notice was sent to both parties. Poleschook did not claim the certified envelope. No action required.

DC23 002 Stroklund, Lathan v Granzow, Nathan: HDR Engineer Reep reviewed the findings of his inspection (detailed in a June 26, 2023 memo to the Water Resource Board). Per his investigation there is no watercourse present thus resulting in no obstruction. The "road" or "trail" in question does not meet the requirements of a dam but, even if it did, no construction permit would be required. As a result, HDR Engineering recommended no action be taken on this complaint.

Mr. Stroklund appeared with photographs and explained what he is experiencing. He noted that water is backing up within ten feet of his future house. Zabloutney moved to dismiss the complaint but recommend the Granzow's consider installing a pipe or culvert to allow better drainage. The motion passed 4-0.

DC23 003 Haugen, Barry v Ward County: Highway Engineer Larsen summarized his application of stream crossing standards to the culverts identified in the drainage complaint. Based on the data, stream crossing standards are satisfied. The Board discussed other options that Mr. Haugen might consider to remediate the problem (e.g., raising the elevation of the home or a ring dike). Zabloutney moved to dismiss the complaint and communicate other options to the owner. Dohms seconded. The motion passed 4-0.

Office Updates: The following items were discussed:

- Zimmerman provided an update on the benefits of migrating the current office email from SRT to the Ward County server. This change will make it easier to backup files and post items to the County website. Zimmerman moved and Zabloutney seconded to move the Water Board email to the Ward County server. The motion passed 4-0.
- The Board discussed the need for new PDF management software. There are two programs that would work well, Acrobat Pro or Kofax Power PDF. After discussion, Zabloutney moved and Dohms seconded that the Water Resource Board Secretary/Treasurer select a software platform and that a license be purchased. The motion passed 4-0.
- Ms. Walker, Secretary/Treasurer asked the board if there was a need for her to apply to be a notary. It was the consensus of the Board that there is no need at this time.
- Walker also advised the Board that changes have been made to the Ward County website so that Agendas and Minutes can be viewed according to the new state requirements.

Review and File: Walker will continue to provide the North Dakota Water Policy Updates to the Board.

Mike Zimmer – Land Request: Mr. Zimmer approached Johnson to see if the Board would be interested in developing a recreational area on some land on a parcel north of Kenmare. There was discussion regarding the impact on adjacent landowners or if there would be dam regulations. The Board is not interested in participating. No action required.

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There being no further business, the meeting adjourned at 11:41 a.m. The next regular meeting will be Monday, August 14, 2023 at 9:30 a.m.

Bills Approved and paid:

#8133 HDR Engineering	30797.90
#8134 ND Water Resource DA	300.00
#8136 Walmart	30.93
#8138 All American Trophies	35.00
#8139 Sarah Walker	2218.22
#8140 McGee Hankla	3802.50
#8142 HDR Engineering	45372.75
NDPERS	583.67
IRS-941	3363.55
STATE TAX	415.80
JOB SERVICE	14.78
XCEL	50.25
SRT	5.13
Ottertail	<u>306.26</u>
	\$87,296.74

Submitted by:

Date Approved: 8-14-2023


Secretary/Treasurer


Chairman