

**WARD COUNTY WATER RESOURCE BOARD
MINUTES
AUGUST 14, 2023**

Chairman Tom Klein 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. Others present: Christopher Kakowski from HDR (via WebEx), Water Resource Board Secretary/Treasurer Sarah Walker, Water Resource Board Attorney Bryan Van Grinsven and Engineer Dennis Reep.

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

Previous Minutes: Dohms made a motion to approve the minutes from July 10, 2023. Zimmerman seconded the motion. The motion passed 5-0.

Bills/Statement of Accounts:

- The statement of accounts was reviewed. Johnson made a motion to approve the bills as presented. Dohms seconded the motion. The motion passed 5-0.
- A notice from First Western Bank was mailed to the office stating that as the account had no activity it would be moved to inactive with a \$2.00 monthly fee. Zimmerman asked that Walker call First Western to reactivate the account.
- There was also discussion regarding the First Larson account. This item will be added to the September agenda.

Budget Update: Zimmerman updated the Board as to his presentation of the budget to the Ward County Commissioners. The Board requested 2.5 mills, however the Ward County Commissioners cut the request to 2 mills. The final budget hearing is scheduled for September 19 at 7:00 p.m.

Engineer's Comments: HDR Engineer Reep stated there are no concerns regarding the City of Minot Planning Packet and the following Ward County applications:

- Walters – special use application – Sawyer Township
- Rademacher – variance application – St. Mary's Township
- Knudsvig – plat application – Lund Township

Zimmerman made a motion to accept the information as presented. Zabloutney seconded the motion. The motion passed 5-0.

Drainage Complaints: Drainage complainants for DC23 002 and DC23 003 were sent dismissal paperwork from McGee Hankla. The Highway Department has added a 36" pipe near Mr. Haugen's property as roadwork was being completed in the area (information confirmed with Dana Larsen on 8/15/2023). Johnson moved to approve the dismissals, Dohms seconded. Motion approved 5-0.

Low Head Dams: HDR Engineer Reep provided a project status update. The geotechnical field collection is at the lab and should be finalized in two to four weeks. The survey was completed (bathymetric and topo) as of August 7. Archaeology work should begin August 24th or 25th. The permit process is going forward and no problems are anticipated. No action required.

Culvert Televising Project: A culvert televising project up and down the Mouse River required by the Army Corps of Engineers will begin August 15 in Velva. The Souris River Joint Board will invoice the Board for our portion of the project. Post meeting, Reep was advised that the Board's share of this project will be \$54,000.00. No action required.

Office Updates: The following items were discussed:

- Walker shared an updated expense report form to be used going forward. Zimmerman asked that the forms be emailed to board members.
- Walker also advised the board that there is a Chromebook in the office that is not being used. There is no internet connection or software installed and won't be used in the office. It was suggested we check with Derrill Fick from Weed Control to see if he has any need for the device.
- Walker has received mail as well as phone calls regarding the Survey of Public Employment and Payroll. Zabloutney moved that the survey not be completed. There was no second and motion failed. Johnson moved that the survey be completed, Zimmerman seconded. Motion approved 4-1 with Zabloutney voting no.

Review and File: Johnson moved and Zimmerman seconded to receive and file the ND Water Policy Updates. Motion approved 5-0.

Audit Update: The auditors are scheduled for the September Board meeting. They are currently working on issues with special assessment districts and NDPERS.

There being no further business, the meeting adjourned at 10:31 a.m. The next regular meeting will be Monday, September 11, 2023 at 9:30 a.m.

Bills Approved and paid:


#8147 Roosevelt Grand Dakota Hotel	258.00
#8149 McGee Law Firm	2335.41
#8150 BradyMartz	11000.00
#8151 Sarah Walker	2765.65
#8152 HDR Engineering	39766.53
Xcel	72.86
Ottertall	78.30
NDPERS-August	374.26
IRS-941	1916.73
SRT	8.14
Walmart	30.93
Kofax PDF Software	179.00
Office Depot	179.94
Verendrye	<u>62.00</u>
	\$59,027.75

Submitted by:

Date Approved: 9-11-2023



Secretary/Treasurer



Vice Chairman