

**WARD COUNTY WATER RESOURCE BOARD
MINUTES
OCTOBER 9, 2023**

Chairman Tom Klein called the meeting to order at 9:30 a.m. Other Water Resource Board members present were Dale Dohms, Loren Johnson, Travis Zabloutney and Jason Zimmerman. Others present: Water Resource Board Secretary/Treasurer Sarah Walker, Water Resource Board Attorney Bryan Van Grinsven, Water Resource Board Engineer Dennis Reep and Karli Frohling from HDR via WebEx.

Agenda: Johnson moved and Dohms seconded to approve the agenda with changes. Motion passed 5-0.

Previous Minutes: Zimmerman made a motion to approve the minutes from September 11, 2023. Dohms seconded the motion. Motion passed 5-0.

Audit Presentation: Zimmerman provided a draft of the audit as well as draft copies of a representation letter, management letter and audit committee letter. Zabloutney moved and Johnson seconded a motion to table this item until the November meeting so the board can review the documentation. Motion passed 5-0.

Bills/Statement of Accounts:

- The statement of accounts was reviewed. Dohms had questions regarding the HDR and SRJB invoices which were addressed. Johnson made a motion to approve the bills. Zimmerman seconded the motion. Motion passed 5-0.
- Van Grinsven reminded the board that public depositories are to be considered and designated in January of every even-numbered year. Van Grinsven will draft a letter requesting proposals and Walker will identify Ward County financial institutions. Zimmerman moved and Zabloutney seconded to table this discussion to the November meeting. Motion passed 5-0.

Engineer's Comments: The following items were presented to the board.

- City of Minot Planning Packet – Reep reported that a storm-water management plan may be required if one does not exist or an existing plan be updated in conjunction with the construction of the new Bishop Ryan High School.
- Kohlman – plat application – Sawyer Township – no recommendations.
- Solar – variance application – Rice Lake – per Reep, the water level elevation at Rice Lake is set. A storm water management plan may be required for the property and if so, a special use permit application will be necessary.

Johnson made a motion to accept and adopt HDR's recommendations. Zimmerman seconded the motion. Motion passed 5-0.

- Jason Westbrook sent updated information about the Mouse River Flood Project Design. After discussion, no action taken.
- Reep presented the Low Head Dams Cost Share Request #2. This request will be sent quarterly. Johnson moved and Dohms seconded to send the request to the North Dakota Department of Water Resources. Motion passed 5-0.

Drainage Ditch – City of Surrey: Klein was approached by the Surrey City Auditor regarding a City drainage improvement project. Klein will get additional information and request that Moore Engineering appear at the November meeting to provide further information to the Water Resource Board. No action taken.

Low Head Dams: Reep provided an updated schedule of the project. Frohling from HDR provided a status report. 100% of the lab results from Terracon for all borings have been received and compiled. HDR is working on hydraulic models and finalizing the existing conditions analysis for Burlington Dam #3. It has been confirmed there is a recorded cultural site near Burlington Dam #3. Construction permits and sovereign land permits are in process. No action taken.

Office Updates: Walker provided updates concerning roll call procedure and meeting notice. Klein asked that Walker investigate activation of Ward County emails for Water Resource Board members. Walker will work with IT at Ward County and update the board's page on their website as well as the State Water Board website. No action taken.

Levee Inspections: 2023 USACE levee inspections are to be conducted October 10/16 to 10/20. No action taken.

Review and File: ND Water Policy Update - no action taken.

Melius-Ehr Property: Zimmerman moved to conduct an executive session to consult with the Board's attorney and discuss negotiation strategy regarding the Melius-Ehr property under authority of N.D.C.C. § 44-04-17.1, 44-04-19.1 and 44-04-19.2; second by Johnson. Motion passed 5-0. The executive session commenced at 10:53 a.m. and concluded at 11:42 a.m.

Johnson moved and Zabirotney seconded to adjourn the regular meeting. Motion passed 5-0. The next regular meeting will be Monday, November 13, 2023 at 9:30 a.m.

Bills Approved and Paid:

#8162 Sarah Walker	15.98
#8163 Dale Dohms	534.70
#8164 Sarah Walker	2345.38
#8165 DL Barkie	31000.00
#8166 Souris River Joint Board	3830.00
#8167 BradyMartz	2000.00
#8168 McGee Law Firm	2909.00
#8169 HDR Engineering	82017.00
#8171 Tom Klein	1817.63
Xcel	73.92
Ottertail	44.37
NDPERS-September/October	399.20
IRS-941	656.24
Job Service (Quarterly)	7.49
ND State Tax (Quarterly)	310.01
SRT	.23
Verendrye	62.00
	\$131,129.20

Submitted by:

Date Approved: 11-13-2023

Sarah L. Walker
Secretary/Treasurer

Thomas J. Lee
Chairman