

**These are DRAFT minutes, subject to amendment before final approval by  
the Pembina County Water Resource District**

April 9, 2024

MINUTES OF THE MEETING OF THE  
PEMBINA COUNTY WATER RESOURCE DISTRICT BOARD OF MANAGERS  
WATER RESOURCE DISTRICT OFFICE, CAVALIER ND

Those present were Managers Randall Emanuelson, Ted Juhl, William Gunderson, Richard Kendall, and LuAnn Kemp, secretary. A motion was made by William Gunderson, seconded by Ted Juhl, by vote unanimously carried to approve the minutes of March 28, 2024.

A motion was made by Randall Emanuelson, seconded by Ted Juhl, by vote unanimously carried to pay the bills as presented:

14073	Zion Bank	49,064.45
14074	Polar	20.00
14075	Cavalier Chronicle	84.00
14076	Quill	240.25
14077	Bank of ND	98,010.22
14078	William Gunderson	831.84

Discussion on the 2024 Project list. A meeting will be scheduled with Cavalier County Water Resource board for planned work on Drains 51/51B and the Walhalla drains.

Rick Bigwood met with the board regarding a culvert in NE ¼ Section 12- South St. Thomas. Bigwood would like to install a 36-inch culvert and approach in the township road ditch along Drain 67-D. Discussion on positioning within the drain ROW was held.

Attorney Fleming discussed the Friesen appeal of the ND DWR ruling in the Friesen vs Wilwand complaint.

The board reviewed the Maintenance soft bid for the dams and the Drain 82 gates. Drain 82 gates will be Option A. Deadline for soft bid was set for April 16, 2024 at 8:30 am. A motion was made by William Gunderson, seconded by Ted Juhl, by vote unanimously carried to approve the soft bid package as presented.

A motion was made by William Gunderson, seconded by Ted Juhl, by vote unanimously carried to close the gates on the dams at this time.

Paul LeClaire and Zach Herrmann – Houston Engineering present for updates.

- Snagging and clearing – drone flight for inspection of 23-24 work and survey of 24-25 work is estimated at \$3500 to \$4000. A motion was made by Randall Emanuelson, seconded by William Gunderson, by vote unanimously carried to approve the contract for the drone flight as presented for inspection and planning purposes for the 24-25 work. Discussion followed on hearing dates for the Snagging and clearing assessment
- Drain 66-1A culvert project – Emanuelson will reach out to the landowner to discuss timing of the project. The board reviewed the revised engineering contract for the soft-bid of the project. A motion was made by Randall Emanuelson, seconded by Ted Juhl, by vote unanimously carried to approve the engineering contract for Drain 66-1A in the amount of \$6500.
- Drain 81 – Jeff Whelan present to review the options for the area by his yard. Board inquired as to if Whelan wanted to pursue a petition/vote or possible donations for moving the box culvert as it is not part of the designed project. Discussion followed on the original project, design requests of original design and contractor issues. A motion was made by Randall Emanuelson, seconded by William Gunderson by vote unanimously carried to direct Houston Engineering to negotiate with Gladen Construction for Option 1.
- Drain 16 – surveys are due at the end of the month

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- Tongue River Watershed Channel Restoration – Red River Joint board meeting tomorrow for the 90% cost-share, Manager Gunderson to attend. Discussion on easements and letter of intent options for the O & M agreements. Discussion followed regarding timing of the bid advertisements, contract, and federal agreements. Landowners with the snagging/clearing piles will be contacted regarding removal of the trees.
- Tongue River Cutoff – easements are nearly ready for distribution to landowners
- Drain 78 – project design is on hold until PW is received from FEMA
- Manager Juhl reported a need to have a culvert repair added as a change order to the Drain 45 (78) cleanout.

Attest:

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LuAnn Kemp, Secretary

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Richard Kendall, Chairman