

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

February 18, 2025
MINUTES OF THE MEETING OF THE
PEMBINA COUNTY WATER RESOURCE DISTRICT BOARD OF MANAGERS
WATER RESOURCE DISTRICT OFFICE, CAVALIER ND

Those present were Managers William Gunderson, Ted Juhl (electronic), Donald Kemp and LuAnn Kemp, secretary. Attorney Fleming also present. A motion was made by Ted Juhl, seconded by William Gunderson, by vote unanimously carried to approve the minutes of February 11, 2025 as corrected

A motion was made by William Gunderson, seconded by Ted Juhl, by vote unanimously carried to approve the bills as presented:

14221	Quill	177.05
14222	Cavalier Chronicle	73.08
14223	United Valley Bank	15,712.19

A motion was made by Ted Juhl, seconded by William Gunderson, by vote unanimously carried to approve the Drain 5 Petition as presented and apply for ND SWC cost-share for Preconstruction costs for Drain 5. Petitions will be sent to landowners for circulation.

The board reviewed the Solicitation of Views for ND DOT project CERP-3411(063) PCN 24086 and issued no comment.

The board reviewed correspondence from KLJ regarding the damaged trap in Drain 67A near the County 4 bridge replacement project. KLJ indicated the contractor is responsible for replacing/repairing the culvert trap prior to closeout.

Randy Gjestvang – ND DWR will be present next week to review the PRESENS gauge operation with the board.

Chris Burgess – United Valley Bank present to update signature cards and the annual operating loan.

Manager Gunderson reported that he have visited with Devon Johnson -Pembina County DOT regarding the bridge over Drain 12 – Johnson will inspect the bridge and report back to the board.

Discussion on SB 1218 regarding the Economic Analysis was held. Board currently is doing the EA for ND DWR projects with the assistance of Houston Engineering.

A motion was made by William Gunderson, seconded by Ted Juhl, unanimously carried to approve Task Order #1 to the Houston Engineering Master Contract for project under \$2500. Larger projects will be covered under specific task orders.

Mike Ferrie – Houston Engineering arrived at this time.

The board met with the Pembina County Commission for updates:

- Job description was reviewed with the Commission. It is currently still in draft form but nearing completion. Discussion on ensuring ADA compliance with accommodations.
- Emergency Action Plans are nearing completion with a tabletop being planned for mid-summer 2025
- Bourbanis/Herzog Dam Watershed planning was awarded federal funding last summer and is continuing.
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- Tongue River Cutoff – permitting and easements are being worked on as well as Enbridge crossing requirements
- Renwick Dam – foundation drains will be cleaned this summer as well as some repair work necessary
- Drain 16 final project letter was discussed – project is on hold until landowners request further action

Ferrie reviewed the Houston Engineering Project list:

- The memos for Johnson Farms/Gapp/Thompson complaints were provided to the board – additional survey on dike will be scheduled for May 2025
- Symington vs Fritz complaint – discussion on next steps – an open record request for any township action regarding the culvert will be completed
- Drain 7 – Jeff Duray – Triple D Construction will be contacted regarding the potential modification of the Drain 7 outlet
- Drain 67A berm – a memo will be provided regarding the berm regarding the current capacity and design capacity
- Drain 4 – A motion was made by Ted Juhl, seconded by William Gunderson, by vote unanimously carried to approve the Task Order for Drain 4 Reconstruction with Houston Engineering for \$24,000 and request ND DWR cost-share for feasibility study for Drain 4.
- Drain 13 – Scharmer culvert request – discussion on the need for survey and possible oversight of installation – tabled until March meeting
- Assessment project north of Drayton – an estimate for the task order will be provided in March.
- Bourbonis/Herzog – agreement is still needed from Houston Engineering – deadline for completion is 9/30/2026

There being no further business – meeting adjourned.

Attest:

LuAnn Kemp, Secretary

Donald Kemp, Chairman