

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

June 10, 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, Richard Kendall, Donald Kemp, and LuAnn Kemp, secretary. Manager Randall Emanuelson was absent. Attorney Robert Fleming also present. A motion was made by William Gunderson, seconded by Ted Juhl, by vote unanimously carried to approve the minutes of June 3, 2025.

A motion was made by Ted Juhl, seconded by William Gunderson, by vote unanimously carried to approve the TR Cutoff assessment for 2025 and 2026 at \$1/acre for ag land and \$0.50/\$500 valuation for residential/commercial.

Manager Kendall and Juhl as well as Secretary Kemp plan to attend the ND Water Resource District Association meeting in Devils Lake.

Discussion on cattail and tree spraying – final list will be sent to contractor on June 20 – discussion on ensuring the full bottom width of the drain is sprayed.

Manager Kendall reported on his site inspection of the tile outlet erosion in Drain 51. Rip Rap will be needed to stabilize the slope in that area. The landowner/tile owner will be contacted to conduct the repairs.

Kendall also discussed the need to clean a portion of W3 immediately downstream of the culvert being installed.

Dan Fischer -Fischer Land Surveying and Engineering was contacted via telephone.

- Drain W-3 He will survey the area near the culvert in W3 and complete a change order for the 150 feet of cleaning needed.
- Drain 51/51b project is complete. Fischer is still working on the brush removal soft bid specifications.
- Drain 62-R capacity and outlet were discussed. The board is currently in contact with the Municipality of Rhineland to clean the outlet on the Canadian side.
- Drain 34 – there is a ½ mile where blow dirt is impeding the seeding growth – Manager Kemp and Gunderson will inspect, Discussion on the asphalt project being completed by Pembina County DOT – a change order will be done to remove the asphalt from the contract when complete

Manager Juhl discussed encouraging landowners to seek the private cleanout permit for areas with blow dirt or areas around culverts needing cleaning – the permit forms are available outside the office door.

Manager Gunderson discussed the recent inspection of the Fritz/Symington complaint area with Manager Kemp. There is evidence of drainage work along the township road in addition to the culvert change.

Mike Ferrie – Houston Engineering – met electronically with updates.

June 10, 2025

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

Page 2

- Symington/Fritz Complaint – discussion followed on determining if the drainage affects 80 acres or not – Houston will provide an estimate for the investigation at the June 24 meeting
- Drain 64 –
 - Enbridge -- Tim Larson with Enbridge joined the meeting electronically. The DOT specs require 8:1 ss and maximum of 30 feet top for commercial driveways. Enbridge has agreed to narrow the crossings to meet ND DOT standards. Discussion followed on the effect of the 8:1 ss – Enbridge plans to move the eastern most culvert about 50 feet east to allow for spacing between the approaches. Ferrie reviewed the board's plans to eventually improve the grade in that area of the drain as it is not functioning well.
 - Agreement was reached to propose Enbridge provide the pipes and installation for far east and west crossing with the drain providing the pipes and Enbridge installing the middle crossing. Houston will coordinate with the survey work and elevations. Discussion on the possibility of having a concrete cap over Line 2 to allow less ground cover.
 - Kneeshaw approach – Ferrie is preparing the Kneeshaw approach for a soft bid later this summer – will review further June 24
- Drain 13 – a motion was made by Ted Juhl, seconded by Richard Kendall, by vote unanimously carried to approve the soft bid for the 2025 Drain 13 culvert installation as presented.
- Drain 28 – the board reviewed the request for removal from Drain 28 for the following parcels:
 - N ½ NW ¼ of Section 23-160-56 –The parcel is not within the drainage basin and does not receive protective benefits – recommend for removal from the assessment area of Drain 28
 - N ½ SE ¼ of Section 23-160-56 - The parcel is not within the drainage basin but does receive protective benefits – recommend for denial of removal from the assessment area of Drain 28
 - S ½ SW ¼ SE ¼ of Section 19-160-55 - The parcel is not within the drainage basin and does not receive protective benefits – recommend for removal from the assessment area of Drain 28
 - S ½ SW ¼ of Section 19-160-55 - The parcel is not within the drainage basin and does not receive protective benefits – recommend for removal from the assessment area of Drain 28
 - NE ¼ of Section 25-160-56 - The parcel is not within the drainage basin but does receive protective benefits – recommend for denial for removal from the assessment area of Drain 28
 - NW ¼ of Section 25-160-56 - The parcel is not within the drainage basin but does receive protective benefits – recommend for denial for removal from the assessment area of Drain 28

June 10, 2025
MINUTES OF THE MEETING OF THE
PEMBINA COUNTY WATER RESOURCE DISTRICT BOARD OF MANAGERS
WATER RESOURCE DISTRICT OFFICE, CAVALIER ND

Page 3

A motion was made to remove N $\frac{1}{2}$ NW $\frac{1}{4}$ of Section 23-160-56, S $\frac{1}{2}$ SW $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 19-160-55 and S $\frac{1}{2}$ SW $\frac{1}{4}$ of Section 19-160-55 from the assessment of Drain 28 and deny the request for removal of the N $\frac{1}{2}$ SE $\frac{1}{4}$ of Section 23-160-56, NW $\frac{1}{4}$ of Section 25-160-56, and NE $\frac{1}{4}$ of Section 25-160-56 – from the Drain 28 assessment area.

- Drain 4 Apron and rock drops are being worked on – soft bid later this summer
- Drain 5 – discussion on the inclusion on the North $\frac{1}{2}$ of Section 5 and 6 into the design as landowner indicate possible request to include in the assessment area. Discussion followed on the process for assessing per parcel – still be worked on in the committee
- Drain 81 – project is completed and will be closed out
- Hamilton drainage – a meeting for landowners will be scheduled to clarify the extent of the request for engineering estimate
- Pembina City Dam – A motion was made by Richard Kendall, seconded by William Gunderson, by vote unanimously carried to approve the contract with Houston Engineering for the Pembina City Dam at no cost.
- Closeout for Drain 23 and 73 will be processed.

Manager Kemp discussed the need to have work done on additional culverts in Drain 64 – discussion on extent of proposals and need for a drain permit or not. Kemp also reported on Clarence Boettger's request for extending Drain 66-1a.

No meeting will be scheduled for June 17 – Office will be closed June 10 -19.

Attest: _____

LuAnn Kemp, Secretary

Donald Kemp, Chairman