

RICHLAND COUNTY WATER RESOURCE DISTRICT
Richland County Courthouse, Wahpeton, ND
December 26, 2017

The Richland County Water Resource Board (RCWRB) met December 26, 2017 at 9:15 AM at the Richland County Courthouse, Wahpeton, North Dakota.

THOSE PRESENT: Managers Arv Burvee, Gary Friskop, James Haugen, Don Moffet, and Robert Rostad, Engineering Technician Justin Johnson, and Secretary-Treasurer Monica Zentgraf.

THOSE ABSENT: None

Minutes

The December 12, 2017 minutes were presented. A motion was made by Mgr. Burvee and seconded by Mgr. Haugen to approve the December 12, 2017 minutes as presented. The motion carried unanimously.

Financial Matters

●**Vouchers**- Vouchers for the month of December 2017 were presented for the Board's review and approval. A motion was made by Mgr. Rostad and seconded by Mgr. Moffet to approve Vouchers #17662 through #17687 and the electronic funds transfer for the IRS payment. The motion carried unanimously.

●**2017 General Fund Budget Amendment**- Actual expenses totaled \$265,034.47; budgeted expenses totaled \$300,441.56. Actual expenses did not exceed budgeted expenses; no budget amendment was required for 2017.

●**2017 General Fund Year End Transfer**- The Managers discussed transferring money from the General Fund to Waterways Fund for future projects, including, but not limited to the Regional Conservation Partnership Program ("RCPP"), retention/detention projects, snagging and clearing projects, beaver dam removal, complaints, and other miscellaneous items. A motion was made by Mgr. Moffet and seconded by Mgr. Burvee authorizing a transfer of \$120,000 from the General Fund to Waterways Fund. The motion carried unanimously.

●**Vacation Time**- Monica Zentgraf reported that she has 89 hours of unused vacation time over the 240 hour maximum carryover. A motion was made by Mgr. Burvee and seconded by Mgr. Haugen allowing Ms. Zentgraf to carry 89 additional hours of vacation time forward into 2018. The motion carried unanimously.

Mail

- 1.) Richland County Commission- Minutes of the November 2017 meetings.
- 2.) Houston Engineering, Inc- *Backsights & Foresights* newsletter.
- 3.) ND State Engineer- Copy of Temporary Water Permit #ND 2017-18454, issued to Cargill, Inc for 2018.
- 4.) US Department of Interior, Bureau of Reclamation- Final Environmental Assessment & Finding of No Significant Impact for the funding of the construction of the Cass Rural Water District Leonard Area Expansion (Cass, Ransom, & Richland Counties).
- 5.) Interstate Engineering, Inc- Hydraulic study for two mainline culverts on Proj #63. Locations of the two culverts are: Site #89- SW1/4 Section 27, Nansen Township; Site #207- SE1/4 Section 21, Nansen Township. The Managers reviewed the report; no action was taken pending a meeting with Mr. Bassingthwaite when the report on the survey of the drain is completed. (RCWRD #16-077)
- 6.) Interstate Engineering, Inc- Update on RS #1, Phase 2 Reconstruction.

Engineering Services

Mike Bassingthwaite, of Interstate Engineering, met with the Board at their request, to discuss the firm's engineering services for the RCWRD and to review current projects. Mr. Bassingthwaite was asked to provide the District with their proposed rate schedule for 2018.

Matter of the Complaint of Illegal Drainage filed by John Nagel against Steve Mauch and MC LLLP (South Half of Section 30, Antelope Township)

Per the Board's December 12, 2017 directive, Legal Counsel prepared and forwarded the **FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ORDER** and a draft **NOTICE OF DECISION** for the Board's review in the above referenced matter. Upon the Managers review, a motion was made by Mgr. Burvee and seconded by Mgr. Rostad to approve the **FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ORDER** and **NOTICE OF DECISION** for the **Complaint of Illegal Drainage filed by John Nagel against Steve Mauch and MC LLLP**. Upon roll call vote, Mgrs. Haugen, Friskop, Rostad, and Burvee voted in favor of said motion. Mgr. Moffet has a conflict in the matter and did not participate in the vote, in accordance with the Board's previous conflict analysis. The motion carried. Legal Counsel will notify all parties of record of the Board's decision. (Nagel #15-194/Mauch #15-169)

Technician's Report

●**Metro Flood Diversion Authority Meeting-** Mr. Johnson reported on the December 21, 2017 meeting of the Metro Flood Diversion Authority.

●**Tree & Brush Grubbing-** Mr. Johnson reported that he inspected all of the legal drains for grubbing of trees and brush. He provided the Managers with an overview and suggested the work be split into two projects- one north of Hwy 13 and one south of Hwy 13. The two projects would be well under the threshold requiring bidding. A motion was made by Mgr. Burvee and seconded by Mgr. Haugen to assign tree and brush grubbing (under Appl #17-099) on Projs # 1, 2, 4, 5, 7, 12, 14, 15, 48, 62, 63, 67, 72, 95, 97 to JAV Construction and (under Appl #17-100) Projs # 3, 18, 26, 31, 34, 35, 39, 41, 55, 58, 65, 66 to JBX at each drain's expense. The motion carried unanimously.

Deferred Applications

The following 2014 deferred applications were reviewed by the Managers:

Appl #14-164	David Woodbury	NW1/4 Sec 30, Viking Twp
Appl #14-166	Dan & RaeDell Braaten	SE1/4 Sec 36, Walcott West

A motion was made by Mgr. Moffet and seconded by Mgr. Rostad to deny the applications due to age and inactivity. The motion carried unanimously.

Board Reorganization

Chr. Friskop turned the meeting over to Secretary Zentgraf for the Board's reorganization.

A motion was made by Mgr. Rostad that the following positions be filled for Calendar Year 2018 as currently held:

Chairman of the RCWRD	Gary Friskop
Vice Chairman of the RCWRD	Arv Burvee
Secretary/Treasurer of the RCWRD	Monica Zentgraf
Banking Institutions	Wells Fargo Bank & Bank of the West

A motion was made by Mgr. Rostad and seconded by Mgr. Moffet that a unanimous ballot be cast. The motion carried.

The meeting was turned over to Chr. Friskop.

Consensus of the Managers was to fill the RCWRD Delegate Positions for Calendar Year 2018 as follows:

Tri-County Water Resource Executive Board	Mgr. Haugen
Red River Joint Water Resource Board	Mgr. Rostad
Sheyenne River Joint Water Resource Board	Mgr. Moffet
North Dakota Water Users Board	Mgr. Burvee
Southern Valley Initiative	Mgrs. Burvee and Friskop

Metro Diversion Board of Authority
MnDak Coalition

Justin Johnson
Robert Rostad

Adoption of Meeting Schedule

A motion was made by Mgr. Burvee and seconded by Mgr. Haugen to adopt the following regular meeting schedule for the Richland County Water Resource Board:

Regular meetings will be held every Tuesday, from January 1, 2018 through December 31, 2018. Time of meetings:

January 1, 2018 through March 31, 2018	9:00 AM
April 1, 2018 through November 30, 2018	8:00 AM
December 1, 2018 through December 31, 2018	9:00 AM

The motion carried unanimously.

2018 Priority List

The Managers reviewed the current priority list. Consensus of the Managers was to adopt the following priority list for 2018:

RCPP/County Wide Flood Retention
Antelope Creek/Wild Rice River Snagging & Clearing
Sheyenne River Snagging & Clearing

Adjournment

There being no further business to come before the Board, Chr. Friskop adjourned the meeting at 12:45 P.M.

Respectfully submitted,

Monica Zentgraf
Monica Zentgraf
Secretary

Gary Friskop
Gary Friskop
Chairman of the Board