

RICHLAND COUNTY WATER RESOURCE DISTRICT  
Richland County Courthouse, Wahpeton, ND  
January 12, 2016

The Richland County Water Resource Board (RCWRB) met January 12, 2016 at 9:00 AM at the Richland County Courthouse, Wahpeton, North Dakota.

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

#### **Financial Matters**

It was moved by Mgr. Burvee and seconded by Mgr. Haugen to accept the December 2015 financial reports as presented. The motion carried unanimously.

#### **Mail**

1. Bank of New York Mellon- \$7,676,550.42 pledged securities.
2. Interstate Engineering- Schedule of rates for engineering services for 2016. The Managers directed that a meeting be scheduled with Engineers Bassingthwaite and DeVillers to discuss their rates and services.

#### **Purchase of Rights-of-Way for Drainage Projects**

Discussion was held relative to doing title searches or ownership & encumbrance reports when purchasing rights-of-way for future legal drain projects. The consensus of the Managers was to do ownership & encumbrance reports.

#### **Surface Drainage Application Process**

Considerable discussion was held regarding the District's current application process for surface drainage. Recent conversations with applicants revealed some applicants are assuming the RCWRB has approved the applications by virtue of the Chairman's signature on the form, even though the Board's action is written on the forms and highlighted when sent out. Due to these misconceptions, the consensus of the Managers was to eliminate the Chairman's signature on the application forms. No other decisions were made regarding the process; the matter will be considered further at the January 26, 2016 meeting.

#### **Minutes**

The minutes of the December 22, 2015 meeting were reviewed. A motion was made by Mgr. Burvee and seconded by Mgr. Haugen to approve the minutes of the December 22, 2015 meeting as amended. The motion carried unanimously.

#### **Office Remodeling Project**

When the front desk and cabinets were removed, it was found that the floor in that area needs to be leveled. Three Rivers Decorating estimated the cost to be between \$600 and \$800. The Managers were asked if they would be willing to pay for this work, rather than Richland County. A motion was made by Mgr. Burvee and seconded by Mgr. Haugen to approve the cost of leveling the floor at RCWRD expense. The motion carried unanimously.

#### **Adjournment**

There being no further business to come before the Board, Vice Chr. Rostad adjourned the meeting at 11:40 AM.

Respectfully submitted,

Monica Zentgraf  
Secretary

Robert L. Rostad  
Vice Chairman of the Board