

RICHLAND COUNTY WATER RESOURCE DISTRICT  
Richland County Courthouse, Wahpeton, ND  
March 27, 2018

The Richland County Water Resource Board (RCWRB) met March 27, 2018 at 9:00 AM at the Richland County Courthouse, Wahpeton, North Dakota.

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

THOSE ABSENT: None

### **Minutes**

The March 20, 2018 minutes were presented. A motion was made by Mgr. Rostad and seconded by Mgr. Moffet to approve the March 20, 2018 minutes as presented. The motion carried unanimously.

### **Financial Matters**

●Proj #14 Reconstruction- Change Order #1 was reviewed and a motion was made by Mgr. Rostad and seconded by Mgr. Moffet to approve Change Order #1, in the amount of \$9,326, for a total contract price of \$304,305. The motion carried unanimously. (RCWRD #11-001)

●Proj #14 Reconstruction- Pay Estimate #4, in the amount of \$13,041.25 was presented and a motion was made by Mgr. Burvee and seconded by Mgr. Haugen to approve Pay Estimate #4. The motion carried unanimously. (RCWRD #11-001)

●Vouchers- A motion was made by Mgr. Burvee and seconded by Mgr. Haugen to approve Vouchers #17727 thru #17754 and the electronic funds transfers for the IRS and Job Service payments. The motion carried unanimously.

●Banking Services- The Secretary-Treasurer presented a bid from Bremer Bank for banking services. No action was taken pending advice of the District's legal counsel regarding Bremer Bank's use of a "Letter of Credit" in lieu of pledged securities.

### **Mail**

- 1.) State Engineer's Office- Temporary Water Permit #ND2018-18672, issued to Border States Paving. Point of Diversion is the SE1/4 Section 34, Walcott East; Nature of Use is road construction.
- 2.) State Engineer's Office- Temporary Water Permit #ND2018-18673, issued to Border States Paving. Point of Diversion is the E1/2 Section 3, Colfax East; Nature of Use is road construction.
- 3.) Interstate Engineering- Report on meeting with Kelly Miller regarding a possible partial reconstruction of Proj #1. Mr. Miller feels it may be more cost effective to work on the west side of Highway 81, rather than the east side. Additional engineering will be needed, including an abbreviated survey, work up of a new plan and cost estimate. Estimated cost for the engineering would be \$3,000. No action was taken by the Board; a conference call will be held with Mr. Bassingthwaite later in the meeting. (RCWRD #17-017)
- 4.) Interstate Engineering- Report that Mr. Bassingthwaite met with Jeff Steger to discuss the need for permanent right-of-way for the reconstruction of Proj #4(28). Mr. Steger is not willing to sell the right-of-way to the District. Mr. Bassingthwaite made some revisions to the plans and was able to eliminate the need for land from Mr. Steger. A conference call will be held with Mr. Bassingthwaite later in the meeting. (RCWRD #17-095)
- 5.) United States Army Corps of Engineers (USACE)- Notice that the application for a USACE permit for the reconstruction of Proj #7 was withdrawn by the USACE and the file was closed until the required information is received. (RCWRD #17-016)

- 6.) Interstate Engineering- Email explaining why the information requested by the USACE was not submitted. Mr. Bassingthwaite explained that the information requested could be substantial, extremely costly, and would not be able to be done until spring. Mr. Bassingthwaite is trying to work with the head of the Bismarck USACE Office to resolve this matter and will know more by the end of the week. A conference call will be held with Mr. Bassingthwaite. (RCWRD #17-016)

### **Conference Call with Mike Bassingthwaite**

The following matters were discussed with Mr. Bassingthwaite via telephone conference call:

●**Proj #1 Reconstruction**- The Managers asked if it would be possible to bore a small culvert under Highway 81 rather than lower the existing concrete pipe, if the Board decided to reconstruct the drain on the west side of the highway. Mr. Bassingthwaite indicated the concerns with boring a small culvert under the road are 1) a small culvert could easily plug and 2) high cost for boring. After much consideration, a motion was made by Mgr. Rostad and seconded by Mgr. Burvee authorizing Interstate Engineering to perform a survey of Proj #1, on the west side of Highway 81. The motion carried unanimously. (RCWRD #17-017)

●**Proj #2**- Mr. Bassingthwaite was asked if he contacted the ND Department of Transportation (ND DOT) about lowering the three 42 inch CSP on the north side of the NW1/4 Section 27, Colfax East. The culverts will be replaced as part of the ND DOT project this summer; currently there is no plan to lower the pipes. (The pipes are located in the Interstate 29 ditch and discharge into Proj #2. These culverts have been an on-going concern for years.) Mr. Bassingthwaite will try to meet with Kevin Gorder, of the ND DOT, today.

●**Proj #4(28) Reconstruction**- The Managers inquired about the Jeff Steger right-of-way issue. Mr. Bassingthwaite reported that Mr. Steger wants the channel to stay as far north as possible in the NW1/4 Section 3, Ibsen Township. Because of this, Mr. Bassingthwaite revised the plans to skew the culvert and only move the centerline of the channel 5 feet. With the changes that were made, no permanent right-of-way will be needed from Mr. Steger. (RCWRD #17-095)

●**Proj #7 Reconstruction**- The Managers visited with Mr. Bassingthwaite about the need to cancel the Proj #7 bid opening due to the USACE permit issues. Mr. Bassingthwaite has a meeting with the USACE scheduled for April 11, 2018. He recommended the Board proceed with advertising for bids, as he feels the USACE issues will be resolved. (RCWRD #17-016)

●**Proj #14 Reconstruction**- The Managers asked Mr. Bassingthwaite if he contacted Paul Langseth and JAV Construction about the Board's decision (at the March 20, 2018 meeting) to do the reconstruction in the SW1/4 Section 29, Viking Township this spring. Mr. Bassingthwaite assured the Board that he will talk to both parties and instill in the contractor the need for the work to be done as soon as possible this spring. (RCWRD #11-001)

The conference call with Mr. Bassingthwaite concluded.

### **Proj #4(28) and #7 Reconstructions**

The Managers directed the Office to secure comp sales for the permanent right-of-way needed for the Proj #4(28) and #7 reconstruction projects.

### **Mail-Continued**

- 7.) Interstate Engineering- Notice was received that Minn-Dak Farmers Coop has agreed to pay 2/3rds of the cost to replace the 14 gage culvert in the SECR Section 19, Summit East. The culvert is in Proj #55, at Minn-Dak's "Tyler" sugar beet pile ground. (The District questioned whether caustic materials from the pile ground contributed to the accelerated deterioration of the 12 year old culvert.) Minn-Dak agreed to use of a 10 gage pipe, as recommended by the District's engineer. At this time a motion was made by Mgr. Burvee and seconded by Mgr. Rostad to approve installation of a 48 inch x 66 foot, 10 gage culvert. Labor and materials to be cost shared on a 67%/33% basis between Minn-Dak Farmers Coop/RCWRD (Proj #55)

Fund). Work assigned to Ehlert Excavating. The motion carried unanimously. A letter will be sent to Minn-Dak Farmers Coop to thank them for their cooperation in this matter. (RCWRD #17-039)

#### **North Dakota Insurance Reserve Fund (NDRF) Insurance Policies**

The Secretary suggested transferring the NDIRF insurance policies for the RCWRD, Richland-Sargent Joint Water Resource District, and Richland-Cass Joint Water Resource District, to the Carlson Family Insurance Agency, located in Wahpeton. She requested a decision be made on the RCWRD policies and the Richland-Cass policy. The Cass County Water Resource Board will take action on the Richland-Cass policy at their meeting on April 12, 2018. Action on the Richland-Sargent policy will be taken at the April 10, 2018 joint board meeting. At this time a motion was made by Mgr. Rostad and seconded by Mgr. Haugen to authorize the transfer of the NDIRF insurance policies for the RCWRD and Richland-Cass Joint Water Resource District, effective April 1, 2018, to the Carlson Family Insurance Agency, Wahpeton, North Dakota. The carried unanimously. A letter will be sent to the Heartland Insurance Agency thanking them for their past servicing of the District's policies.

#### **Technician's Report**

●**Metro Flood Diversion Authority Meeting-** Mr. Johnson provided an update on the March 22, 2018 meeting.

#### **Upper Sheyenne River Water Resource Board**

Mgr. Moffet reported on the March 21, 2018 meeting of the Upper Sheyenne River Water Resource Board.

#### **Adjournment**

There being no further business to come before the Board, Chr. Friskop adjourned the meeting at 11:40 A.M.

Respectfully submitted,  
*Monica Zentgraf*  
Monica Zentgraf  
Secretary

*Gary Friskop*  
Gary Friskop  
Chairman of the Board