

RICHLAND COUNTY WATER RESOURCE DISTRICT
Richland County Courthouse, Wahpeton, ND
December 20, 2018

The Richland County Water Resource Board ("RCWRB") met December 20, 2018 at 9:30 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 December 11, 2018 minutes were presented. A motion was made by Mgr. Rostad and seconded by Mgr. Burvee to approve the December 11, 2018 minutes as presented. The motion carried unanimously.

Financial Matters

●**Vouchers**- Vouchers for the month of December 2018 were presented for the Board's review and approval. A motion was made by Mgr. Moffet and seconded by Mgr. Haugen to approve Vouchers #17940 through #17966 and the electronic funds transfer for the IRS payment. The motion carried unanimously.

●**2018 General Fund Budget Amendment**- Actual expenses totaled \$265,004.56; budgeted expenses totaled \$317,587.12. Actual expenses did not exceed budgeted expenses; no budget amendment was required for 2018.

Zach Herrmann, of Houston Engineering, met with the Board to discuss the following projects:

●**Proj #7 Reconstruction**- Discussion involved securing the remaining right-of-ways, manner in which to bid the project, timeline for meetings with landowners, advertising for bids, and bid opening. Mr. Herrmann anticipates meeting with the Board on January 22, 2019 to review plans and the final cost estimate. (RCWRD #17-016)

●**Proj #31 Reconstruction**- Houston Engineering has finished surveying and is working on a report to the Board. Mr. Herrmann anticipates meeting with the Managers on January 22, 2019 to review the report and preliminary cost estimate. (RCWRD #18-022)

Financial Matters Continued

●**2018 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"), snagging and clearing projects, beaver dam removal, complaints, and other miscellaneous items. A motion was made by Mgr. Burvee and seconded by Mgr. Rostad authorizing a transfer of \$150,000 from the General Fund to Waterways Fund. The motion carried unanimously.

●**Vacation Time**- Monica Zentgraf reported that she has 60.5 hours of unused vacation time over the 240 hour maximum carryover. A motion was made by Mgr. Moffet and seconded by Mgr. Haugen allowing Ms. Zentgraf to carry 60.5 additional hours of vacation time forward into 2019. The motion carried unanimously.

Mail:

- 1.) Houston Engineer- "*Backsights and Foresights*" newsletter.
- 2.) Jordan Woroniecki, Office of the State Engineer- Copy of letter to Arthur Bernard advising him that he did not fulfill all requirements necessary to constitute a valid appeal of the RCWRD's decision regarding his July 30, 2018 complaint filed with the RCWRD. (Obj #18-024)

Technician's Report

●Beaver Dams- Mr. Johnson met with several landowners through the County regarding locations of beaver dams. He anticipates contractors will begin removing dams within the next week.

●Tree Grubbing- Mr. Johnson expects tree grubbing to begin after beaver dam removal is completed.

Deferred Applications

The following 2015 and 2017 deferred applications were reviewed by the Managers:

Appl #15-099 Jan Rieger SE1/4 Sec 30, Colfax West

A motion was made by Mgr. Burvee and seconded by Mgr. Rostad to deny the application at this time.

Appl #17-085 Dan Dotzenrod NW1/4 Section 14, Freeman Twp

No action required; this matter was addressed under Appl 18-019.

Board Reorganization

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

A motion was made by Mgr. Burvee that the following positions be filled for Calendar Year 2019 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	Bremer Bank

A motion was made by Mgr. Moffet and seconded by Mgr. Haugen 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 2019 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	Justin Johnson
MnDak Coalition	Mgr. Rostad

Adoption of Meeting Schedule

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

Regular meetings will be held every Tuesday, from January 1, 2019 through December 31, 2019. Meeting times:

January 1, 2019 through March 31, 2018	9:00 AM
April 1, 2018 through November 30, 2019	8:00 AM
December 1, 2019 through December 31, 2019	9:00 AM

The motion carried unanimously.

2019 Priority List

The Managers reviewed the current priority list of the Richland County Water Resource Board. Consensus of the Managers was to adopt the following priority list for 2019:

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 12:15 PM.

Respectfully submitted,

Monica Zentgraf
Monica Zentgraf
Secretary

Gary Friskop
Gary Friskop
Chairman of the Board