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These are DRAFT minutes, subject to amendment before final approval by the Red River Joint Water Resource District Executive Committee.

RED RIVER JOINT WATER RESOURCE DISTRICT EXECUTIVE COMMITTEE  
VIRTUAL / CONFERENCE CALL MEETING  
ORIGINATING AT THE CASS COUNTY HIGHWAY DEPARTMENT  
HERITAGE CONFERENCE ROOM  
WEST FARGO, NORTH DAKOTA  
JULY 10, 2024  
9:30 A.M.

A virtual / conference call meeting of the Red River Joint Water Resource District (RRJWRD) Executive Committee was held on July 10, 2024, at 9:30 a.m.

Present were Josh Ihry, Steele County Water Resource District; Keith Weston, Southeast Cass Water Resource District; Don Kemp and Luann Kemp, Pembina County Water Resource District; Arv Burvee, Richland County Water Resource District (alternate for Ben Varnson, Nelson County Water Resource District); Melissa Hinkemeyer, Secretary; Leilei Bao, Treasurer; Carolyn Fiechtner, Administrative Assistant; Sean M. Fredricks, Ohnstad Twichell, P.C.; Randy Gjestvang, North Dakota Department of Water Resources (NDDWR); Brian Fuder, Red River Retention Authority (RRRA); Nathan Trosen, Moore Engineering, Inc.; Mike Opat and Gabe Bladow, Houston Engineering, Inc.; and Morrie Lanning, Barr Engineering Co. Ben Varnson, Nelson County Water Resource District, Gary Thompson, Traill County Water Resource District, and Tom Perdue, Grand Forks County Water Resource District (Sr. Alternate) were absent.

### **Approval of Agenda**

It was moved by Manager Kemp, seconded by Manager Weston, and unanimously carried to approve the agenda, as amended.

### **Minutes**

It was moved by Manager Weston, seconded by Manager Kemp, and unanimously carried to approve the minutes of the May 8, 2024, meeting, as presented.

### **Cost-share request – Barnes County Water Resource District – Clausen Springs Dam Safety Evaluation study**

Mike Opat stated that the Barnes County Water Resource District (BCWRD) is requesting cost-share to evaluate the condition of Clausen Springs Dam. Clausen Springs Dam is located on Spring Creek, a branch of the Sheyenne River, in Barnes County. Constructed in 1967, the main purpose is listed as recreation and the dam has been classified as a high hazard dam by the NDDWR. Houston Engineering, Inc. has prepared a proposal for a safety evaluation of the dam focused on evaluating the seepage and stability concerns, as well as a cursory evaluation of the principal spillway conduit, and a review of the dam's current state considering recently adopted dam safety guidelines for dams in North Dakota. If all funding is in place by October 2024, the BCWRD could begin field work as soon as late fall or early winter, with a final report provided by the end of 2025.

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A motion was made by Manager Weston and seconded by Manager Kemp to recommend the RRJWRD Full Board approve the request from Barnes County Water Resource District for 65% cost-share of the non-federal, non-state share regarding the Clausen Springs Dam Safety Evaluation study, not to exceed \$65,000. Upon roll call vote, the motion carried unanimously.

### **Treasurer's report**

The Treasurer presented the RRJWRD financial report to the Board.

Manager Weston moved to approve and authorize the Treasurer to renew expiring RRJWRD CDs as proposed, with the inclusion of renewing the Bell Bank CDs expiring in August 2024 at a minimum rate of 5.1% for 14 months. Manager Burvee seconded the motion. Upon roll call vote, the motion carried unanimously.

Manager Burvee moved to approve the financial report, payment of Check #3778, and the payment of the wire transfers, as presented. Manager Weston seconded the motion. Upon roll call vote, the motion carried unanimously.

### **Pledges of Assets**

It was moved by Manager Weston and seconded by Manager Kemp to approve the following Pledges of Assets:

- Alerus Financial, as per agreement executed April 20, 2012
- Bell Bank – FHLB Letters of Credit dated January 1, 2024, May 13, 2024, and July 1, 2024
- Bremer Bank – FHLB Letter of Credit dated July 1, 2024
- Dakota Heritage Bank \$1,100,000
- The Goose River Bank \$5,910,000
- Stock Growers Bank – Forman \$115,000
- Choice Bank – Grafton, as per agreement dated July 8, 2021

Upon roll call vote, the motion carried unanimously.

### **RRJWRD Cost-Share Policies and Procedures updates**

Sean Fredricks discussed proposed changes to the RRJWRD *Cost-Share Policies and Procedures* including extending the two-year project completion deadline to four years, updates to the *Cost-Share Application*, and language changes to cost-share agreements based on the proposed changes.

Manager Burvee moved to approve the proposed changes to the RRJWRD *Cost-Share Policies and Procedures* including to extend the two-year project completion deadline to four years, updates to the *Cost-Share Application*, language changes to the cost-share agreements based on the proposed changes, and to verbally update the Full Board of the changes. Manager Weston seconded the motion. Upon roll call vote, the motion carried unanimously.

### **Cost-Share Agreement extensions**

Randy Gjestvang stated that the following projects are beyond the two-year project

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completion deadline as stated in the RRJWRD *Cost-Share Policies and Procedures*. The following projects will require extensions:

- Elm River Dam #1 and Elm River Dam #2 Repair & Improvements Project
- IWI – River Watch/River of Dreams (2022-2025)
- Elm River Dam No. 3 Improvements
- Sheyenne River Bank Stabilization Study
- Bourbanis Dam Partial Decommission Project

Manager Kemp moved to extend the *Cost-Share Agreements* for the following projects for two additional years from today's date, expiring July 10, 2026:

- Elm River Dam #1 and Elm River Dam #2 Repair & Improvements Project
- IWI – River Watch/River of Dreams (2022-2025)
- Elm River Dam No. 3 Improvements
- Sheyenne River Bank Stabilization Study
- Bourbanis Dam Partial Decommission Project

Manager Burvee seconded the motion. Upon roll call vote, the motion carried unanimously.

### **RRJWRD potential project list updates**

Mr. Gjestvang noted that he is reaching out to sponsors of projects that may request cost-share from the RRJWRD to verify and update the RRJWRD potential project list.

### **RRJWRD, Red River Watershed Management Board (RRWMB) and RRRR joint meeting – July 31, 2024**

Brian Fuder provided an update on the upcoming RRJWRD, RRWMB, and RRRR joint meeting scheduled for July 31, 2024. RSVP information has been sent out by the RRRR. All who plan to attend are encouraged to RSVP for planning purposes. The event is free to attendees and will be held at the East Grand Forks, Minnesota Eagles Club beginning at 10:00 a.m.

### **RRRA Advertising – Elm River Dam #1**

Mr. Fuder discussed the WDAY Weather and Ag in Focus – Here We Grow program video segment that was filmed at Elm River Dam #1. The video discussed the Elm River Dam #1 improvements project, of which the RRJWRD is a participating cost-share partner. Mr. Fuder will share the video with the Board when received from WDAY.

### **Legislative updates**

Mr. Fredricks reported on legislative updates regarding water resource districts. Mr. Fredricks discussed SB 2208, water resource districts borrowing capacity and maintenance levy proposed changes, and possible changes to cost-share for legal assessment drains.

### **Member Water Resource Districts project reports**

Member Water Resource Districts reported on current activities in their districts.

Manager Burvee, Richland County Water Resource District, reported the wet weather has

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delayed routine maintenance. With the excess rain, property owners in Richland County are interested in looking into establishing a new legal assessment drain.

Manager Kemp, Pembina County Water Resource District, reported they are handling continued reports of animal damage control issues due to the recent wet weather. Manager Kemp discussed the benefits of creating water retention sites.

Chairman Ihry, Steele County Water Resource District, reported they are processing subsurface water management system applications, are reassessing various legal assessment drains, and stated the construction on Elm River Dams Nos. 1, 2 and 3 is progressing well.

Manager Weston, Southeast Cass Water Resource District, stated that Drain #10 and Drain #27 reconstruction projects are ongoing. The District is noticing more slide issues due to the rain. Manager Weston also noted there is interest in activating the Sheyenne River Joint Water Resource District. Manager Weston inquired if Richland County is interested in attending a Sheyenne River Joint Water Resource District meeting. Manager Burvee will follow up with Manager Weston regarding the matter.

### **Education**

Mr. Fredricks shared with the Board that a project that totals less than \$200,000 does not have to go through the bidding process but should have a written contract in place. A written contract will describe the payment process and requirements, as well as any indemnity and insurance requirements and remedies. These agreements should not be overlooked and are important for any project.

### **RRJWRD meeting attendance**

Manager Weston requested the Executive Committee review the policy on meeting attendance by member districts and discuss the topic further at the next meeting. The Secretary will add this item to the next Executive Committee and Full Board meeting agendas.

### **Next meeting**

The next RRJWRD Executive Committee meeting is scheduled for August 14, 2024, at the Cass County Highway Department, West Fargo, North Dakota.

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**Adjournment**

There being no further business to be considered by the Board, the meeting adjourned without objection.

APPROVED:

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Josh Ihry  
Chairman

ATTEST:

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Melissa Hinkemeyer  
Secretary

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