



# BURLEIGH COUNTY WATER RESOURCE DISTRICT AGENDA

Tuesday, July 8th, 2014

Tom Baker Room – City County Building

8 a.m. - Call to Order

- 1. Roll Call (Fleck, Backstrand, Weixel, Jones, Reep)
- 2. **Approval of Minutes of (6-3-14)** ..... 1-11
- 3. **Docustore Presentation**
- 4. **McDowell Dam**
  - Insurance claim on building ..... 12-18
  - 2013 Annual report – income and expenses ..... 19-31
  - Review of other Dam’s and funding opportunities (Gordon)
    - Garrison Diversion Conservancy Information
  - Review of meeting June 11<sup>th</sup> with Parks & Rec office to discuss McDowell Dam agreement
  - Insurance on new building (Dave B)
  - Aero Club – new lease (Dave) ..... 32-37
  - Capital Improvement Plan (June) Forrest/Greg
  - Review of Original Lease for McDowell Dam and arrangements with McDowell family (Dave Bliss)..... 38-41
  - Water Permit Applications Approved – (Cary/Mike)
  - Inspection of McDowell Dam ..... 42-52
  - Farm Land rental payment – received ..... 53-54
  - Paddle Boats Manufacturer’s Statement of Origin ..... 55-58
- 5. **County Engineer Items**
  - Country Creek Third Addition – Public Hearing June 17<sup>th</sup>
    - Developers Agreement – signed ..... 59-64
    - Status of Final Plats – Marcus ..... 65-68
    - Preliminary Vote Tabulation
  - Update on MRCC Petition process – draft ..... 69-73
- 6. **Comments from Members of the Public**
- 7. **Financial Reports**
  - End of June Financial Data ..... 74-77
  - Project status report (Kathleen) ..... 78-89
  - **Insurance (Dave)** ..... **90-105**
  - Review Policies
    - Credit Cards ..... 106-110
    - Credit Card Employee Agreement ..... 111-113
    - Bill Payment Policy ..... 114-116
- 8. **Approval of Bills Totaling \$72,977.09** ..... **117**
- 9. **Drainage Complaints/Issues**
  - Eldin Spier/UTTC – No Update (Cary)
  - River of Hope (On the agenda until the City completes the project per the letter dated 4-28-14)
  - Tom DeKrey/Carl Kvanig – Brentwood Estates Update (Craig/Cary) – **Compliance date for Mr. Kvanig was extended until July 1<sup>st</sup>**
  - Lynette Keller (Cary) ..... 118-138
  - Duane Boeder, Fox Haven (Kathleen) ..... 139-144
  - Fox Island Homeowners ..... 145-180

10. Projects

- Hogue Island (FM 39)
  - Final payment to Bohlman..... 181-184
  - **Authorization for SWC Reimbursement Request (submit in July)**
  - **Resolution to dissolve project..... 185**
  
- Burnt Creek Flood Control Project (FM #7)
  - Letter to Randy Bina dated 5-9-14 on easements update (Michael)
  - Bismarck Parks and Recreation District – Permanent and Temporary Access Easements approved
  - NDDOT information regarding low level culvers and gate – (Dennis & Michael)
  - COE Nationwide Permit Application - pending
  - SWC Cost Share Agreement for Burnt Creek Flood Damage Restoration Project (insurance follow up)
  - Scope and Budget Pending for Design – Bid Fall 2014
  
- Apple Creek Water Supply – McDowell Dam
  - Point of Diversion Map to SWC
  - Easements – 2014 landowner contacts awaiting issuance of permits – (Pending)
  
- Missouri River Snagging & Clearing
  - Hydraulic Analysis – On Hold Pending USGS Report – est. October, 2014

11. Storm Water Management

- Ash/Ward Coulee – Missouri River
- SWC Policy Revisions – SWC Discussions

12. Break

13. Other Old Business

- Records Retention Policy update
- Missouri River Coordinator (Lance/Ryan)
- Fox Island – Cost Share Request (submitted – awaiting SWC payment)
- Purchasing Policy (Kathleen/Dennis) – leave until Fall
- **Reworking of two approved policies (Dave to check with other water boards.)**
  - **Fraud..... 186-188**
  - **Internal Controls..... 189**
- Billing Procedures (Kathleen – needs by January)
- **Specific Authorization #1 and 2015 HEI Fee Schedule..... 190-195**

14. New Business

- Grant Writing
- Peer Review ..... 196-197
- **Apple Creek Industrial Park Levee Feasibility Project Cost Share Agreement ..... 198-203**

15. Correspondence or Document Information

- Permit Number ND2014-15874 Water permit – Menard ..... 204-205
- Permit Number ND2014-15839 – Burleigh County Highway Department ..... 206-207
- Wetland Creation in Burleigh County..... 208-220
- 2014 Executive Briefing on Tile Drainage ..... 221-223
- Project WET – Watershed Institute..... 224-226
- Plats & SWMP – Emailed
  - Huntington Homes Addition – City Minor Subdivision
  - Willow View Estates – Resubmitted City Plat
  - Hay Creek Meadows 1<sup>st</sup> Replat – Resubmitted City Plat
  - High Meadows 12<sup>th</sup> Addition – City Preliminary Plat
  - South Meadows Addition – Annexation
  - Wagners First Subdivision – City Recorded Final Plat
  - Evergreen Ridge Addition – City Recorded Final Plat
  - Meadowlark Commercial Seventh Addition – City Final Plat

- Willow View Estates – SWMP
- KBK Warehouse – SWMP
- Hi-Way Studio Apartments – SWMP
- Huber Second Subdivision - SWMP

16. Detailed Bills..... 227

17. Next Meeting: August 12<sup>th</sup>

18. Adjourn

**Note: Bold Items Require Board Action**