

**Minutes of Meeting  
Souris River Joint Water Resource Board  
Thursday, December 8, 2022**

A special meeting of the board of directors of the Souris River Joint Water Resource District was called to order by Chairman David Ashley at 12:00 p.m. on Thursday, December 8, 2022, at the Bismarck Hotel & Conference Center – The Ramkota. Joint Board members in attendance were Clif Issendorf, Tom Klein, Dan Jonasson and Dan Steinberger. A roster of those attending is attached as **Attachment A**. The meeting opened with brief introduction of those in attendance, as the meeting was held in conjunction with the North Dakota Water Convention.

The Joint Board discussed the proposed Agenda for the meeting.

**Tom Klein made a motion to approve the agenda for the meeting. Dan Steinberger seconded the motion. The motion passed without opposition.**

The draft minutes of the November 3, 2022 regular meeting of the SRJB were discussed. Dan Steinberger requested a correction to a date in the draft meeting minutes (a reference to 2022 errantly read 202 on Page 3).

**Dan Jonasson made a motion to approve the corrected minutes from the November 3, 2022 regular meeting of the SRJB. Clif Issendorf seconded the motion. The motion passed without opposition.**

The Joint Board reviewed the proposed 2023 SRJB Regular Meeting Schedule.

**Tom Klein made a motion to approve the 2023 SRJB Regular Meeting Schedule. Dan Jonasson seconded the motion. The motion passed without opposition.**

The Joint Board discussed the Budget Report included in the December Board Packet. Ryan Ackerman explained the Balance Sheet and Budget Report.

**Dan Jonasson moved to approve the Budget Report. Clif Issendorf seconded the motion. The motion passed without opposition.**

Ryan Ackerman updated the Joint Board on the Award of Bid for a Slope Mower. The City of Burlington has solicited bids for a slope mower for maintaining the levees in Burlington. The best proposal received was for a used demo unit with approximately 15 hours of use. The City of Burlington will be responsible for all operational and insurance costs associated with the equipment. The SRJB previously purchased a slope mower for the Minot Park District utilizing funding received from the Ward County Commission. Clif Issendorf commented that the rollover bar should be checked into. Dan Jonasson indicated rollover protection/sun canopy is included.

**Clif Issendorf moved to accept the low bid from Swanston Equipment for a 2019 Harper Industries ATM Demo Slope mower in the amount of \$46,400. Dan Jonasson seconded the motion. A roll call vote was cast. The motion passed without opposition.**

The Joint Board next discussed the bills set forth in the December Board Packet totaling \$5,232,199.04. Chairman Ashley opened it up for questions from the Board on each bill being approved.

**Dan Jonasson moved to approve the payment of bills totaling \$5,232,199.04. Dan Steinberger seconded the motion. A roll call vote was cast. The motion passed without opposition.**

Ryan Ackerman advised the Joint Board regarding Engineering Contract Amendments. With respect to HDR Engineering, Phase SA-1, HDR is proposing an amendment to the Phase SA-1 MREFPP project. This amendment would reduce construction administration fees while correspondingly increasing design fees to the Phase VE-1 MREFPP project.

**Dan Jonasson moved to approve Amendment 4 with HDR Engineering to reduce the total fee from \$1,521,500.50 to \$1,431,500.50 and authorize the chairman to sign the agreement. Clif Issendorf seconded the motion. A roll call vote was cast. The motion passed without opposition.**

With respect to Phase VE-1, HDR is proposing an amendment to the VE-1 MREFPP project. This amendment would increase the design fees while correspondingly decreasing the construction fees to the Phase SA-1 MREFPP project.

**Dan Jonasson moved to approve Amendment 2 with HDR Engineering to increase the total fee from \$936,583 to \$1,026,583.00 and authorize the chairman to sign the agreement. Clif Issendorf seconded the motion. A roll call vote was cast. The motion passed without opposition.**

Jerry Bents from Houston Engineering provided the Joint Board with an update on Phase MI-1. A drone flight video was shown to the Joint Board. A Project Status Report from Houston Engineering is contained in the December Board Packet. The project is substantially complete. The contractor is still working through some warranty items.

Jerry Bents updated on Phase MI-4A. A Project Status Report from Houston Engineering is contained in the December Board Packet. Jerry Bents advised the Joint Board with respect to a Phase MI-4A Balancing Change Order. Per Section 13.03 of the Standard General Conditions of the Construction Contract, the estimated quantities of the items of Unit Price Work are not guaranteed and are solely for the purpose of comparison of Bids and determining an initial contract price. Payments to Contractor for Unit Price Work will be based on actual quantities. This Change Order will be completed to provide as constructed quantities for the project. The total change in the contract is an increase of \$98,163.71. Details of the quantities changed along with notes are included in the December Board Packet.

**Clif Issendorf moved to approve the Balancing Change Order in the amount of \$98,163.71 and authorize the chairman to sign the agreement on behalf of the SRJB. Dan Steinberger seconded the motion. A roll call vote was cast. The motion passed without opposition.**

Jerry Bents updated on Phase MI-4B. A Project Status Report from Houston Engineering is contained in the December Board Packet.

Jerry Bents updated on Phase MI-5. A Project Status Report from Houston Engineering is contained in the December Board Packet. A drone flight was shown to provide a visual update the Joint Board.

Jerry Bents updated on Phase MI-6. A Project Status Report from Houston Engineering is contained in the December Board Packet.

Jason Westbrook of Barr Engineering updated the Joint Board on Phase MI-2C, including that the pipe is all in. A Project Status Report from is contained in the December Board Packet.

Jason Westbrook provided an update to the Joint Board regarding Phase MI-7. A Project Status Report is contained in the December Board Packet. The project is at a 60% level, but work is in progress to get that to 90%.

Jason Westbrook provided an update to the Joint Board regarding Phase WC-1. A Project Status Report is contained in the December Board Packet. A drone video was shown to update the Joint Board on progress made on Phase WC-1.

Jason Westbrook provided an update on Phase BU-1. A Project Status Report is contained in the December Board Packet. This project has been granted substantial completion. Bluestone Construction is finishing up work on some landscaping.

Ryan Ackerman provided the SRJB with a Rural Program Update.

Troy Borchard from HDR Engineering provided an update regarding Rural Bridges. A Project Status Report is contained in the December Board Packet. The Sawyer Bridge is open to traffic. On the Mouse River Park Bridge, authorization has been sought from Montana Dakota Utilities. The SRJB received an estimate from MDU to relocate their facilities that conflict with The Mouse River Park Bridge project.

**Tom Klein moved to approve the proposal from MDU to perform utility relocation services associated with the Mouse River Park Bridge Project in the total amount of \$23,152 and authorize the chairman to sign the agreement. Dan Steinberger seconded the motion. A roll call vote was cast. The motion passed without opposition.**

The Joint Board took note of future meetings and events as set forth in the December Board Packet. Clif Issendorf advised that the State Water Commission meeting is being moved to 1200 Memorial Highway. The next meeting of the Joint Board is scheduled for Thursday, January 5, 2023 at 4:00 p.m. in Room 203 of the Minot Auditorium.

There being no further business to discuss, the meeting was adjourned.



Jack Dwyer  
Legal Counsel