

Minutes of Meeting

Souris River Joint Water Resource Board

Thursday, February 1, 2018

A regular meeting of the board of directors of the Souris River Joint Water Resource Board was called to order by Chairman David Ashley on Thursday, February 1, 2018, in the Community Room of the Minot Auditorium, Minot, North Dakota. Joint Board members attending the meeting were David Ashley, Clif Issendorf, Roger Sauer, Tom Klein and Dan Jonasson. A roster of those attending the meeting is attached as Attachment A.

Clif Issendorf introduced Duane Pool, a new manager for Bottineau County Water Resource District.

The Joint Board discussed the proposed Agenda for the meeting. Ryan Ackerman added "Upcoming Meetings" as Agenda Item No. 12(a). Tom Klein made a motion to accept the Agenda, as amended. Roger Sauer seconded the motion. The motion was approved without opposition.

The draft revised Minutes of the December 7, 2017, meeting were discussed. Clif Issendorf made a motion to approve the revised Minutes from December 7, 2017. Roger Sauer seconded the motion. The motion passed without opposition. The draft Minutes from the January 4, 2018, meeting were discussed. Roger Sauer made a motion to approve the Minutes from January 4, 2018. Dan Jonasson seconded the motion. The motion passed without opposition.

The Joint Board discussed Agenda Item No. 4 regarding bills. The bills that were considered by the Joint Board are as follows:

Firm	Project	Project Number	Cost
Barr Engineering	StARR Program	1974-14	\$3,481.56
	BU-1 Burlington	1974-19	\$36,834.35
	Outlaw Creek	1974-18	\$1,072.50
	USACE Feasibility Study	1974-16	\$17,285.31
	Phase 2 and 3 Construction	1974-26	\$36,296.00
Houston Engineering	Environmental and Design	1974-02	\$34,776.51
	SWIF-Outfall Pipes	N/A	\$1,530.00
	MI-5 4 th Ave Tieback	1974-19	\$25,210.57
	USACE Feasibility Study-WIK	1974-16	\$2,210.50
Ackerman-Estvold	Administration	N/A	\$21,452.50
	USACE Feasibility Study-WIK	1974-16	\$5,757.50
Sherbenske	MI-2A Construction Perkett	1974-15	\$82,098.54
City of Minot	Highway 87-Broadway Viaduct	1974-21	\$29,177.15
HDR Engineering, Inc.	BU-1 MI-5 Ind Ext Review	1974-19	\$4,689.46

ND Guaranty	StARR Acquisition	1974-14	\$348,023.86
Verendrye Electric	StARR Utilities	N/A	
	Total		\$796,863.08

Clif Issendorf asked whether the Outlaw Creek improvements would provide a benefit. Ryan Ackerman indicated that the Outlaw Creek Feasibility Study Report indicates that the Outlaw Creek improvements would provide a benefit, and that it is one of the items to be considered on the Joint Board’s priority list, pending funding. Chairman David Ashley indicated that the next step would be to identify the Joint Board’s priorities.

Clif Issendorf inquired whether the Resiliency dollars were used for any of the StARR Acquisitions. Ryan Ackerman indicated that the Resiliency dollars that were acquired by the City of Minot can be used within the city limits, and that the acquisitions within the City of Minot are using HUD CDGB federal dollars and state dollars.

Ryan Ackerman indicated that the Joint Board previously approved a policy that allows the Joint Board’s chairman to approve bills under \$500 without formal board approval, and that the Joint Board’s administrator will utilize this policy moving forward. Tom Klein made a motion to approve the bills. Roger Sauer seconded the motion. The motion passed without opposition.

Jerry Bents provided the Joint Board with an update on Phase MI-1 and Phase MI-5. Jerry Bents referenced the Project Status Report on page 195 of the Board Packet. Jerry Bents indicated that the Joint Board is very close to obtaining its 404 Permit from the USACE. Houston Engineering has been finalizing the construction documents for Phase MI-1 construction, and has recently issued an addendum to the USACE in compliance with the 408 permit requirements. Houston Engineering has been working with the Phase MI-1 contractor to upload the construction drawings to the contractor’s GPS equipment.

Jason Westbrook provided the Joint Board with an update on Phase MI-2/3. Jason Westbrook reported that Barr Engineering had requested an additional lock on the Phase MI-2/3 bid, so that Wagner holds its contract pricing passed the initial 75 day hold period, due to the delay in obtaining the Rule 404 permit. Jason Westbrook reported that coordination work has begun with the Phase MI-2/3 contractor. Jason Westbrook indicated that USACE has requested information regarding Burlington’s borrow site, as the site near Minot had an issue as it provides suitable habitat for the Dakota Skipper butterfly. The USACE is working on developing guidance on how to work with Dakota Skipper butterfly habitat. Jason Westbrook indicated that Barr Engineering is potentially working on a realignment of the Burlington levies around the park and ball diamonds in Burlington. Clif Issendorf questioned the status of the Dakota Skipper, and whether it was common to the area. It was reported that the Dakota Butterfly was a candidate species for the endangered species list, and that other potential borrow sites provide similar habitat and therefore pose the same issue.

Ryan Ackerman provided a report regarding the MI-2A construction. The contractor has a short punch list of items to complete.

Emily Huettl provided the Joint Board with a StARR Program update. There are two closings scheduled for February, and several other properties are moving through the appeal process with a new appraiser. In the near future, bids will be let for demolition and resale of structures.

Ryan Ackerman discussed the construction change order policy. In order to have additional flexibility during upcoming construction, the proposal is that change orders affecting contract price less than \$10,000 and time change of less than or equal to 5 days will be granted by the construction engineer. For a proposal affecting contract price from \$10,000 to \$50,000 and equal to or less than 30 days, approval shall be granted by Dan Jonasson, and for proposals affecting contract price over \$50,000 or over 30 days, the proposed change order would be presented to the Joint Board for approval. Clif Issendorf suggested that the language of the policy should indicate that the change orders are accumulative when compared with the above-described thresholds. Chairman David Ashley indicated that the format would work well for project features within the City of Minot, but that the policy could have a different person approving changes over \$10,000 outside the City of Minot. Roger Sauer indicated that the policy should take into consideration changing personnel. Ryan Ackerman indicated that construction reports will continue to keep the Joint Board informed of construction activities and change orders regardless of whether the change order policy is adopted.

Lastly, Ryan Ackerman provided a list of upcoming meetings for the Joint Board's consultants or that otherwise affect or relate to the MREFPP.

There being no further business, the meeting was adjourned.



Jack Dwyer
Legal Counsel



Sign-In
 February 1, 2018
 Minot Municipal Auditorium

Name	Organization
Lorinda Haman	ISRB - McHenry County
DUANE POOL	BWRD
Roger Sauer	SRJB Renville Co.
Cliff Jessendorf	BCWRB & SRIB
Dusty Zimmerman	Ackerman - Estvold
Emily Huettl	Ackerman - Estvold
John Walsby	The Minot Voice
Jason Zimmerman	STATE WATER Commission
Ryan Ackerman	SRJB
Jerry Bents	HOUSTON ENG
Jason Westbrook	Barv
Brent Burgard	Ackerman - Estvold
Dan Johnson	SRJB
Tom Klien	SRJB