

Minutes of Meeting

Souris River Joint Water Resource Board

Thursday, August 2, 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 at 4:00 p.m. on Thursday, August 2, 2018, in the Community Room of the Minot Auditorium, in the City of Minot, North Dakota. Joint Board members attending the meeting were David Ashley, Dan Jonasson, Clif Issendorf, Roger Sauer and Tom Klein. A roster of those in attendance is attached as **Attachment A**. Chairman David Ashley called the meeting to order and announced that a quorum was present.

The Joint Board discussed the proposed Agenda for the meeting.

Roger Sauer moved to approve the agenda. Dan Jonasson seconded the motion. The motion passed without opposition.

The draft Minutes from the July 10, 2018 meeting were discussed.

Dan Jonasson made a motion to approve the Minutes from the July 10 meeting. Roger Sauer seconded the motion. The motion passed without opposition.

The Joint Board discussed the Budget Report included in the August Board Packet. Ryan Ackerman handed out an updated Budget Report, attached as **Attachment B**.

Roger Sauer moved to approve the updated Budget Report. Clif Issendorf seconded the motion. The motion passed without opposition.

The Joint Board discussed the 2019 Draft Preliminary Budget, which was presented to the Joint Board. The 2019 Draft Preliminary Budget is attached as **Attachment C**. A discussion regarding the process for the Joint Board requesting its levy ensued.

Tom Klein moved to approve the 2019 Draft Preliminary Budget. Roger Sauer seconded the motion. The motion passed without opposition.

The Joint Board discussed bills. Bills totaling \$3,396,061.15 were presented to the Joint Board. A revised bill summary spreadsheet was provided to the Joint Board, which is attached as **Attachment D**. It was noted that two bills were not included in the August Board Packet, one for Margaret Olson Scouton and Mars Enterprises, and one for Border States Electric. The bill for Border States Electric in the amount of \$7,486.76 is attached as **Attachment E**.

Tom Klein made a motion to approve the bills in the amount of \$3,396,061.15. Roger Sauer seconded the motion. The motion passed without opposition.

Jerry Bents from Houston provided the Joint Board with a presentation on Phase MI-1 construction, which included a digital slide show and drone video. Jerry Bents also provided an update to the Joint Board regarding the status of MI-5 design.

Jason Westbrook from Barr Engineering provided the Joint Board with an update for Phase MI-2/3 construction, which included a drone video. Following the update, the Joint Board discussed proposed change orders to the Phase MI-2/3 construction contract. The first change order was priced at \$20,681.45, for the construction of stormwater pipe to replace a damaged 8" stormwater pipe that was discovered during construction. The second change order was priced at \$45,423.97, for new drainage improvements adjacent to the levy near the Souris River Golf Course. This drainage improvement is considered a "betterment," therefore the cost of this change order is eligible as a credit against the Joint Board's obligations to the Park District for land acquisition costs for the Project.

Dan Jonasson moved to approve the two change orders described by Ryan Ackerman. Roger Sauer seconded the motion. A discussion ensued. Dan Jonasson indicated that he had reviewed the change orders in detail prior to the meeting, and indicated that the improvements were necessary. A roll call vote was held. The motion passed without opposition.

Jason Westbrook provided the Joint Board with an update on Phase BU-1 and Phase BU-1A design.

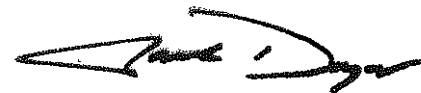
Emily Huettl provided the Joint Board with an update on the StARR Program. A few revised offers have been made to StARR participants. Demolition contractors have mobilized and are beginning work, and the first StARR ring dike is possibly moving forward. The recent outreach to landowners has resulted in several new interested potential applicants. It was discussed that ring dikes within the 100 year flood plain were not eligible because of flood insurance requirements for those properties. Emily Huettl directed the Joint Board's attention to an Advertisement for Bids located at page 176 of the August Board Packet.

Tom Klein moved to approve the Advertisement for Bids. Roger Sauer seconded the motion. The motion passed without opposition.

The next item of discussion was U.S. Army Corps Engineers (USACE) Feasibility Study. Ryan Ackerman reported that Major General Richard Kaiser visited the Mouse River basin on July 17, 2018. Ryan Ackerman reported that Major General Kaiser concurred with the Project's eligibility for federal involvement. The goal at this point is to be included in the pending federal WRDA bill.

Ryan Ackerman provided the Joint Board with an update on future meetings, and directed the Joint Board's attention to a list of upcoming meetings included in the Board Packet. Ryan Ackerman reported that the Joint Board would be hosting the Water Topics Overview Committee Meeting and Tour on August 13 and 14, starting at 1:00 p.m. at the Grand Hotel.

There being no further business, the meeting was adjourned.

A handwritten signature in black ink, appearing to read "Jack Dwyer". The signature is stylized with a large, sweeping initial "J" and a long, horizontal stroke extending to the right.

Jack Dwyer
Legal Counsel



Name	Organization
Jack Dwyer	Dwyer Law Office
Keely Torgerson	Dwyer Law Office
Dave Lakefield	City of Minot
Lorinda Haman	ISRB - McHenry County WRD
Tom Klein	SRJB - Ward County WRD
Clif Assendorf	SRJB + Botheman Cd.
Emily Huettl	Adkeman-Estvad
Shan Dixon	City of Minot
Roger Sauer	SRJB
Wendy Torgerson	SRJB / City of Minot
Rya Ataman	AE
Dennis Reese	HDR ENG.
Jerry Benz	Houston Eng.
Duane Pool	BCWRD
Vern Kongsle	Towner
Spelly Wappler	Ward County
Zalmy Johnson	Sen. Torgerson office
Jason Westbrook	Barr

**Souris River JB
Budget Report
January through July 2018**

Ordinary Income/Expense	Jan - Jul 18	Budget	% of Budget
Income			
4100 · Water Resource Districts (WRDs)			
4101 · Bottineau	0.00	0.00	0.0%
4102 · McHenry	0.00	0.00	0.0%
4103 · Renville	0.00	0.00	0.0%
4104 · Ward	0.00	0.00	0.0%
Total 4100 · Water Resource Districts (WRDs)	0.00	0.00	0.0%
4110 · WRDs Mill Levies			
4111 · Bottineau	0.00	0.00	0.0%
4112 · McHenry	0.00	0.00	0.0%
4113 · Renville	10,000.00	0.00	100.0%
4114 · Ward	550,590.32	0.00	100.0%
Total 4110 · WRDs Mill Levies	560,590.32	0.00	100.0%
4120 · Interest	0.00	0.00	0.0%
4121 · StARR Sales	38,750.00	0.00	100.0%
4130 · Miscellaneous	0.00	0.00	0.0%
4300 · SWC Cost Sharing			
4301 · Design (1974-02)	205,428.55	0.00	100.0%
4302 · Flood Maps (1974-06)	0.00	0.00	0.0%
4303 · StARR (1974-14)	1,497,493.59	0.00	100.0%
4304 · Perket Ditch (1974-15)	84,605.88	0.00	100.0%
4306 · COE FS (1974-16)	343,009.25	0.00	100.0%
4307 · Rural Pre-Con (1974-18)	1,540.97	0.00	100.0%
4308 · Design Levees (1974-19)	512,242.73	0.00	100.0%
4309 · Utilities (1974-20)	0.00	0.00	0.0%
4312 · 83 Bridge (1974-21)	176,135.92	0.00	100.0%
4314 · MI-1A Bdway (1974-22)	2,538,693.76	0.00	100.0%
4315 · MI-2C Peterson (1974-23)	0.00	0.00	0.0%
4316 · MI-2/3 (1974-26)	3,701,600.37	0.00	100.0%
4318 · 408 (1974-27)	0.00	0.00	0.0%
4319 · 214 MOA	0.00	0.00	0.0%
4320 · IEPR	0.00	0.00	0.0%
4322 · MI-4 Maple Diversion (1974-12)	7,572.51	0.00	0.0%
Total 4300 · SWC Cost Sharing	9,068,323.53	0.00	100.0%
4400 · City of Minot Cost Sharing			
4401 · Design (1974-02)	139,257.07	0.00	100.0%
4402 · Flood Maps (1974-06)	0.00	0.00	0.0%
4403 · StARR (1974-14)	998,329.04	0.00	100.0%
4404 · Perket Ditch (1974-15)	56,403.92	0.00	100.0%
4406 · COE FS (1974-16)	429,505.12	0.00	100.0%
4407 · Rural Pre-Con (1974-18)	829.76	0.00	100.0%
4408 · Design Levees (1974-19)	275,822.98	0.00	100.0%
4409 · Utilities (1974-20)	0.00	0.00	0.0%
4414 · MI-1A Bdway (1974-22)	2,040,412.15	0.00	100.0%
4415 · MI-2C Peterson (1974-23)	0.00	0.00	0.0%
4416 · MI-2/3 (1974-26)	1,278,071.72	0.00	100.0%
4418 · 408 (1974-27)	0.00	0.00	0.0%
4419 · 214 MOA	0.00	0.00	0.0%
4420 · IEPR	0.00	0.00	0.0%
4422 · MI-4 Maple Diversion (1974-12)	4,077.51	0.00	0.0%
Total 4400 · City of Minot Cost Sharing	5,222,709.27	0.00	100.0%
Total Income	14,890,373.12	0.00	100.0%

**Souris River JB
 Budget Report
 January through July 2018**

Expense	Jan - Jul 18	Budget	% of Budget
6100 · Staff Support			
6101 · Coordination	0.00	0.00	0.0%
6102 · Administration	184,029.74	0.00	100.0%
6104 · Legal-Jt Bd	20,668.19	0.00	100.0%
6105 · Legal-Other	0.00	0.00	0.0%
6107 · Travel	0.00	0.00	0.0%
Total 6100 · Staff Support	204,697.93	0.00	100.0%
6110 · Insurance/Audit			
6111 · NDIRF	0.00	0.00	0.0%
6114 · Audit	0.00	0.00	0.0%
6115 · Accounting	0.00	0.00	0.0%
6116 · Other	0.00	0.00	0.0%
Total 6110 · Insurance/Audit	0.00	0.00	0.0%
6120 · Office Expenses			
6121 · Postage	0.00	0.00	0.0%
6122 · Copying & Printing	0.00	0.00	0.0%
6124 · Equipment	0.00	0.00	0.0%
6125 · Rent	0.00	0.00	0.0%
6126 · Supplies	0.00	0.00	0.0%
6127 · Telephone	0.00	0.00	0.0%
6128 · Miscellaneous	0.00	0.00	0.0%
Total 6120 · Office Expenses	0.00	0.00	0.0%
6130 · Meetings/Support			
6131 · Meeting Expenses	0.00	0.00	0.0%
6132 · Dues & Subscriptions	10,000.00	0.00	100.0%
6133 · Communications	0.00	0.00	0.0%
Total 6130 · Meetings/Support	10,000.00	0.00	100.0%
6140 · Misc	25.00	0.00	100.0%
6200 · Local Project Expenses			
6201 · Outfall Pipes	5,936.28	0.00	100.0%
6202 · Local StARR	3,129.95	0.00	100.0%
6203 · ISRB Study Support	35,780.00	0.00	100.0%
Total 6200 · Local Project Expenses	44,846.23	0.00	100.0%
6300 · MREFPP Project Expenses			
6301 · Design (1974-02)	112,665.24	0.00	100.0%
6302 · Flood Maps (1974-06)	0.00	0.00	0.0%
6303 · StARR (1974-14)	2,497,849.82	0.00	100.0%
6304 · Perkett Ditch (1974-15)	141,009.80	0.00	100.0%
6306 · COE FS (1974-16)	785,367.42	0.00	100.0%
6307 · Rural Pre-Con (1974-18)	2,370.70	0.00	100.0%
6308 · Design Levees (1974-19)	788,065.67	0.00	100.0%
6309 · Utilities (1974-20)	0.00	0.00	0.0%
6312 · 83 Bridge (1974-21)	312,211.27	0.00	100.0%
6314 · MI-1A Bdway (1974-22)	3,905,682.69	0.00	100.0%
6315 · MI-2C Peterson (1974-23)	0.00	0.00	0.0%
6316 · MI-2/3 (1974-26)	5,694,769.80	0.00	100.0%
6318 · 408 (1974-27)	0.00	0.00	0.0%
6319 · 214 MOA	115,000.00	0.00	100.0%
6320 · IEPR	0.00	0.00	0.0%
6322 · MI-4 Maple Diversion (1974-12)	11,650.02	0.00	100.0%
Total 6300 · MREFPP Project Expenses	14,366,642.43	0.00	100.0%
Total Expense	14,626,211.59	0.00	100.0%
Net Ordinary Income	264,161.53	0.00	100.0%
Net Income	264,161.53	0.00	100.0%

Souris River JB
Balance Sheet
As of July 31, 2018

	<u>Jul 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · First Western Bank & Trust	866,264.40
1100 · Clearing Account	<u>-8,724.92</u>
Total Checking/Savings	<u>857,539.48</u>
Total Current Assets	<u>857,539.48</u>
TOTAL ASSETS	<u><u>857,539.48</u></u>
LIABILITIES & EQUITY	
Equity	
3000 · Opening Balance Equity	593,377.95
Net Income	<u>264,161.53</u>
Total Equity	<u>857,539.48</u>
TOTAL LIABILITIES & EQUITY	<u><u>857,539.48</u></u>



2019 Draft Preliminary Budget *

Revenue

City of Minot - Bond Proceeds / Sales Tax	\$	28,750,000	34.30%
ND State Water Commission	\$	54,250,000	64.73%
Bottineau County	\$	100,000	0.12%
McHenry County	\$	70,000	0.08%
Ward County	\$	600,000	0.72%
Renville County	\$	40,000	0.05%
Total Revenue	\$	83,810,000	100.00%

Expenses

Clerical / Administration	\$	400,000	0.48%
Memberships	\$	20,000	0.02%
Supplies / Office Expenses	\$	5,000	0.01%
Legal	\$	150,000	0.18%
Legislative Communications	\$	75,000	0.09%
Funding Applications	\$	60,000	0.07%
USACE Silver Jackets Projects	\$	100,000	0.12%
Acquisitions	\$	3,000,000	3.58%
Design - Phase MI-4: Maple Diversion	\$	6,000,000	7.16%
Design - Phase WC-2: Robinwood Levee	\$	4,000,000	4.77%
Construction - Phase BU-1: Burlington Levee	\$	28,000,000	33.41%
Construction - Phase MI-5: NE Tieback	\$	40,000,000	47.73%
Construction - Phase MC-1: Outlaw Creek	\$	2,000,000	2.39%
Total Expenses	\$	83,810,000	100.00%

* Please note that this draft preliminary budget is based on assumed contributions from other governmental entities. Final budget will be determined based on total projected revenue, corresponding adjustments to projects / initiatives identified as expenses, and action of the SRJB.



Firm	Project	Project Number	Acct	Cost	Page
Barr Engineering	StARR Program	1974-14	6303	\$ 7,517.50	13
	Ward County Acquisition	1523-05	1100	\$ 685.00	34
	BU-1 Burlington	1974-19	6308	\$ 82,362.75	39
	Phase 2 and 3 Construction	1974-26	6316	\$ 93,865.94	50
	Maple Diversion	1974-12	6322	\$ 3,210.50	92
Houston Engineering	MI-5 4 th Ave Tieback	1974-19	6308	\$ 13,139.94	94
	Phase MI-1	1974-22	6314	\$ 29,279.45	97
	Maple Diversion	1974-12	6322	\$ 4,034.82	101
Ackerman-Estvold	Administration	N/A	6102	\$ 8,645.00	103
	IRSB Plan of Study	N/A	6203	\$ 4,600.00	106
Wagner Construction	Phase 2 and 3 Construction	1974-26	6316	\$ 2,038,074.28	107
Park Construction Company	Phase MI-1	1974-22	6314	\$ 1,058,123.56	143
Dwyer Law Office	Legal	N/A	6104	\$ 6,860.90	155
Klimpel Excavating	StARR Demolition and Site Restoration	1974-14	6303	\$ 876.50	157
Dig It Up Backhoe	StARR Demolition and Site Restoration	1974-14	6303	\$ 320.00	159
DL Barkie	StARR Demolition and Site Restoration	1974-14	6303	\$ 21,294.25	161
Margaret Olson Scouton and Mars Enterprises	Phase 2 and 3 Construction	1974-26	6316	\$ 15,684.00	163
Border States Electric	Phase MI-1	1974-22	6314	\$ 7,486.76	NA
Total				\$ 3,396,061.15	



BORDER STATES

Supply Chain Solutions™

Border States Electric Supply
Shealy Electrical Wholesalers | Kriz-Davis
K-D Chapman Metering

INVOICE

BSE Invoice#: 915189795
Cust Acct#: 2049
P.O.#: B21183
Sales Order#: 30121061
Sales Doc Type: Sales Order
Packing Slip#: 8023078034
Tracking#: 4 BXS 4 ELBWS 5 CLS 1 BNDL
Ship Condition: Our Truck
Ordered By: DAVE VAN
Payment Terms: 1.0 % 10th prox net 25th prox

Date: 04/30/2018

Border States Electric - MOT
101 40th Ave. NW
Minot ND 58703-0521
Phone: 701-837-1130

BNSF-Minot ND-Electrical Crew
Attn Dave Vansweringen
PO Box 747
Minot ND 58702-0747

Please remit to:
Border States Electric Supply
PO Box 911105
Denver CO 80291-1105

Ship to:
BNSF-Minot ND-Electrical Crew
3301 4th Ave SE
Minot ND 58701-5158

Cust Item	BSE Item	Material MFG - Description	Order Qty	Ship Qty	Back Ordered	Price	Per	UoM	Total Value
	000010	2243889 EPVC - SCH80-4IN-10FT-PVC-CONDUIT	60 FT	60		352.80 /100		FT	211.68
	000020	104361 EPVC - ELB-PN-4IN-90DEG-STD-SCH40	4 EA	4		809.75 /100		EA	32.39
	000030	104839 EPVC - TERM-ADPT-4IN-PVC	4 EA	4		247.00 /100		EA	9.88
	000040	115759 BLS - B2017 RGD CLMP 4IN ZNC PLTD 1EA= 2 BRACKETS, 1 BOLT, 1 NUT	10 EA	10		259.10 /100		EA	25.91
	000050	104497 EPVC - CPLG-4IN-PVC	10 EA	10		180.30 /100		EA	18.03
	000060	161281 THM - BU510 4 INSUL BUSH NMT RGD/IMC 105DEG	4 EA	4		218.00 /100		EA	8.72
	000070	160027 THM - SPLN110 4 THIN LCKNT STL RGD/IMC	4 EA	4		374.50 /100		EA	14.98
	000080	167950 GRD - 1/2X8FT CU GROUND ROD	2 EA	2		11.20 /1		EA	22.40
	000090	122801 BUR - GRC12 1/2 GROUND ROD CLAMP	2 EA	2		355.00 /100		EA	7.10
	000100	2251639 THHN - SS-THHN-500-BLK-37STR-CU-1000R 4 CUTS @ 100' EACH Batch: R1000 Batch Total:	400 400 FT	400		7,560.00 /1,000		FT	3,024.00
	000110	2251516 THHN - SS-THHN-2-BLK-19STR-CU-1000R Batch: R5000 Batch Total:	100 100 FT	100		1,055.40 /1,000		FT	105.54
	000120	- RNKD3400 - 400A N3R ECB	1 EA	1		2,750.00 /1		EA	2,750.00
	000130	148997 MIL - U2120-X 320A 7TERM 1-MTR SKT RL	1 EA	1		450.00 /1		EA	450.00
	000140	122072 BUR - YA34L37 500 COP 1H LUG	7 EA	7		1,559.57 /100		EA	109.17
	000150	123178 BUR - YA34L 500MCM COP 1H LUG	1 EA	1		1,383.00 /100		EA	13.83
	000160	104379 EPVC - ELB-PN-4IN-45DEG-STD-SCH40	2 EA	2		765.50 /100		EA	15.31

INVOICE

BSE Invoice: 915189795

Date: 04/30/2018

Page 2 of 2

Cust Acct:
2049 BNSF-Minot ND-Electrical Crew

Ca. Discount of 68.19 by 05/10/2018
Total due by 05/25/2018
Mail at least 7 business days before due date.

Please return invoice with your remittance noting all adjustments.

Shipping and Handling \$			0.00
Total \$			6,818.94
State Tax \$	5.000 %	340.94	
County Tax \$	0.500 %	34.10	
Local Tax \$	2.000 %	136.38	
Other Tax1 \$	0.000 %	0.00	
Other Tax2 \$	0.000 %	0.00	
Other Tax3 \$	0.000 %	0.00	
Tax Subtotal \$			511.42
Net Invoice Amount \$			7,330.36

A finance charge of 1.5% per month or the maximum allowable by law whichever is greater, will be assessed if payment is not received by invoice due date.

To access BSE's Terms and Conditions of Sale, please go to
<https://www.borderstateselectric.com>

Delivery: 8023078034 Received by:



Shop
04/30/2018 10:45:35

ORIGINAL



Border States Electric Supply
 Shealy Electrical Wholesalers | Kriz-Davis
 K-D Chapman Metering

INVOICE

BSE Invoice: 915195665 Date: 05/01/2018
 Cust Acct#: 2049
 P.O.#: **GOB MINOT B21183**
 Sales Order#: 30225414
 Sales Doc Type: Counter Order
 Packing Slip#: 8023092048
 Ship Condition: City Desk
 Ordered By: DAVE VAN
 Payment Terms: 1.0 % 10th prox net 25th prox

Border States Electric - MOT
 101 40th Ave. NW
 Minot ND 58703-0521
 Phone: 701-837-1130

BNSF-Minot ND-Electrical Crew
 Attn Dave Vansweringen
 PO Box 747
 Minot ND 58702-0747

Please remit to:
 Border States Electric Supply
 PO Box 911105
 Denver CO 80291-1105

Ship to:
 Customer Pick Up-Minot
 at BSE Minot
 101 40th Ave NW
 Minot ND 58703-0521

Cust Item	BSE Item	Material MFG - Description	Order Qty	Ship Qty	Back Ordered	Price	Per	UoM	Total Value
	000010	135276 HOF - AS400 4 BLTON OT KO SEAL STL	1 EA	1		51.44	/1	EA	51.44
	000020	166806 THM - TC5345A CABLE TIE MOUNTING BASE	100 EA	100		94.05	/100	EA	94.05

Cash discount of 1.45 by 06/10/2018
 Total due by 06/25/2018
 Mail at least 7 business days before due date.

Shipping and Handling \$		0.00
Total \$		145.49
State Tax \$	5.000 %	7.27
County Tax \$	0.500 %	0.73
Local Tax \$	2.000 %	2.91
Other Tax1 \$	0.000 %	0.00
Other Tax2 \$	0.000 %	0.00
Other Tax3 \$	0.000 %	0.00
Tax Subtotal \$		10.91
Net Invoice Amount \$		156.40

Please return invoice with your remittance noting all adjustments.

A finance charge of 1.5% per month or the maximum allowable by law whichever is greater, will be assessed if payment is not received by invoice due date.

To access BSE's Terms and Conditions of Sale, please go to
<https://www.borderstateselectric.com>

Delivery: 8023092048 Received by:

DAVE VAN