

**Minutes of Meeting  
Souris River Joint Water Resource Board  
Thursday, February 1, 2024**

A meeting of the board of directors of the Souris River Joint Water Resource District was called to order by Chairman David Ashley at 4:00 p.m. on Thursday, February 1, 2024, after announcing that a quorum was present. The meeting was held in Room 203 of the Minot Auditorium. Joint Board members in attendance were Dan Steinberger, Jason Sorenson, Clif Issendorf and Tom Klein.

The Joint Board discussed the proposed Agenda for the meeting. Ryan Ackermann indicated there were items to add, including Phase MI-6A Tree Removal Award of Bid, Phase MI-7A Tree Removal Award of Bid, and Authorization to Advertise for Bids for Mouse River Park Bridge.

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

The draft minutes of the January 4, 2024 regular meeting and January 16, 2024 special meeting of the SRJB were discussed. Dan Steinberger corrected a reference to "Jason Steinberger" making a motion to be changed to Jason Sorenson.

**Dan Steinberger made a motion to approve the minutes from the January 4, 2024 regular meeting (as corrected) and January 16, 2024. Jason Sorenson seconded the motion. The motion passed without opposition.**

Ryan Ackerman presented the Budget Report and the Joint Board reviewed the Budget Report included in the January Board Packet. Ryan Ackerman explained the Balance Sheet and Budget Report.

**Tom Klein made a motion to approve the Budget Report. Clif Issendorf seconded the motion. The motion passed without opposition.**

The Joint Board reviewed and discussed various bills set forth in the January Board Packet totaling \$171,929.18. Chairman Ashley indicated the Verizon bill has been paid. Chairman Ashley opened it up for questions from the Board on each bill being considered for approval. On CC Steel, Dan Steinberger asked whether this was for Renville County. Ryan Ackerman indicated this was for system-wide televising and cleaning of all pipes and culverts that are part of the flood control system outside of the City of Minot (as the City of Minot takes care of their own).

**Clif Issendorf moved to approve the payment of bills totaling \$171,929.18. Jason Sorenson seconded the motion. A roll call vote was cast. The motion passed without opposition.**

The Board considered an Engineering Contract Amendment relative to Phase VE-1 MREFPP with HDR Engineering. Dennis Reep of HDR explained the proposed amendment. This amendment is to include the construction administration services of the project. Dan Steinberger inquired why the Joint Board would be doing Velva. Chairman Ashley explained that the DOT said since something is being done with the flood control project there needs to be a review of the storm system to see whether that it is adequate. Troy Borchard of HDR Engineering indicated that since the project includes removing a manhole and realigning a storm sewer, the DOT has required to do an analysis on the full outfall of that system. Jim Guler with Moore Engineering detailed his contacts with the DOT which confirmed a current review is required.

**Tom Klein moved to approve Amendment 4 with HDR Engineering in an amount not to exceed \$1,728,913.00 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 the Joint Board on Phase MI-1. A Project Status Report from Houston Engineering is contained in the February Board Packet. Jerry Bents advised that nothing meaningful has happened in the last month. The contractor is working on punch list items and the goal is to complete that by the end of June 2024.

Jerry Bents updated on Phase MI-4. A Project Status Report from Houston Engineering is contained in the February Board Packet. The design teams have been working on alternative configurations to the channel to avoid the BNSF right of way. This analysis is expected to continue over the next month.

Jerry Bents updated on Phase MI-5. A Project Status Report from Houston Engineering is contained in the February Board Packet. Most of the work going on with this phase is concrete work. The contractor remains committed to being substantially complete on the project by the end of 2024 with just punch list items going into 2025. The contract states that final completion is by August of 2025, so things are ahead of schedule. Dan Steinberger asked whether they insulate the areas in the cold weather. Jerry Bents indicated there is a cold weather concrete plan they follow, including tenting and closing some of the structures to keep it heated in the inside and in some of the areas they protect the subgrade material in advance to keep that from freezing and covering the concrete.

Jerry Bents updated the Joint Board on Phase MI-6. A Project Status Report from Houston Engineering is contained in the February Board Packet. Final permitting is being worked through before starting construction. All permitting is expected to be in place by May of 2024, so a bid package is being prepared. It may be broken into smaller bid packages.

Jerry Bents indicated that a Bid Opening was conducted on January 31, 2024 for the MI-6A Tree Removal project. Five bids were received. Detailed bid tabulations are included in the February Joint Board Packet. The engineer's estimate was \$543,000. The lowest bid received was from Keller Paving & Landscaping, Inc. in the amount of \$239,932.

**Tom Klein moved to accept the low bid of Keller Paving & Landscaping, Inc. in the amount of \$239,932 and authorize the chairman to sign the appropriate agreements on behalf of the SRJB. Clif Issendorf seconded the motion. A roll call vote was cast. The motion passed without opposition.**

Jason Westbrook of Barr Engineering updated the Joint Board on Phase MI-2C. A Project Status Report from Barr Engineering is contained in the February Board Packet. Jason Westbrook indicated there is no activity to report on this phase.

Jason Westbrook provided an update to the Joint Board regarding Phase MI-7. A Project Status Report is contained in the February Board Packet. A Bid Opening was conducted on January 30, 2024 for the MI-7A Tree Removal project. Four bids were received. Detailed bid tabulations are contained in the February Joint Board Packet. The engineer's estimate was \$440,500.00. The lowest bid received was from D.L. Barkie Construction, LLC in the amount of \$104,450.00.

**Dan Steinberger moved to accept the low bid of D.L. Barkie Construction in the amount of \$104,450.00 and authorize the chairman to sign the appropriate agreements on behalf of the SRJB. Jason Sorenson seconded the motion. A roll call vote was cast. Tom Klein abstained from the vote. The motion passed without opposition.**

Jason Westbrook provided an update to the Joint Board regarding BU-1. The Project Status Report is contained in the February Board Packet. Jason Westbrook indicated that good progress has been made on the O&M Manual.

Ryan Ackerman provided the SRJB with a Rural Program Update. Ryan Ackerman indicated there are no tangible items to report. The closeout of the StARR Program continues, and sites are being evaluated under the trapped water program.

Troy Borchard from HDR Engineering provided an update regarding Rural Bridges. A Project Status Report is contained in the February Board Packet. Troy Borchard sought board approval for authorization to advertise for bids for the Mouse River Park Bridge. Clif Issendorf questioned whether there is any other project that could be brought in to add an aspect to get a reasonable bid. Troy Borchard indicated that since it is a remote site, nothing can conveniently be bundled with it. Troy Borchard also indicated the plans were adjusted to make the bridge more constructable. Dan Steinberger indicated a bridge is being replaced in Renville and at least one in Ward County that could be opportunities to funnel the contractors to an opportunity for more work. Clif Issendorf also indicated a bridge replacement scheduled in Bottineau County.

**Dan Steinberger moved to authorize for advertisement for bids on the Mouse River Park Bridge. Clif Issendorf seconded the motion. A roll call vote was cast. The motion passed without opposition.**

On the Sawyer bridge, Troy Borchard indicated all of the punch list items have basically been done. The as-built submittal is being put together to send back to the USACE. Troy Borchard also updated the Joint Board on the Velva bridge. Tomorrow all 408 and environmental permitting will be going in to USACE.

The Joint Board took note of future meetings and events as set forth in the February Board Packet. The next regular meeting of the SRJB will be at 4:00 p.m. on March 7, 2024 at 4:00 p.m. in Room 203 of the Minot Auditorium.

Brent Burgard presented the Joint Board with information on the annual financial audit (2020-2022). The February Joint Board Packet includes the final audit report for the Souris River Joint Board for fiscal years 2020, 2021, and 2022.

**Tom Klein moved to accept and authorize the chairman to sign the corrective action plan, management representation letter and financial audit report for 2020, 2021, and 2022, and authorize Brady, Martz, & Associates to submit the final audit report to the State of North Dakota on behalf of the Souris River Joint Board. Jason Sorenson seconded the motion. A roll call vote was cast. The motion passed without opposition.**

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

**Tom Klein made a motion to adjourn. Dan Steinberger seconded the motion. The motion passed without opposition.**

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Jack Dwyer  
Legal Counsel