

**BOTTINEAU COUNTY WATER RESOURCE DISTRICT
MINUTES OF THE MEETING HELD ON OCTOBER 20, 2025
BOTTINEAU COUNTY COURTHOUSE**

1. ATTENDANCES

PRESENT: Clifford Issendorf, Chair
Wayne Drangsholt, Treasurer (via video conference)
Jared Abernathey, Manager
Paxton Engelhard, Manager

IN ATTENDANCE: Jennifer Malloy, Administrator/Engineer
Kale Van Bruggen, Secretary/Counsel (via video conference)
Stacy Lorenz, Chad Strand Agency, P.C. – left at 9:28 a.m.

APOLOGIES: Mitch Opdahl, Vice Chair

2. COMMENCEMENT The meeting was called to order at 9:00 a.m.

3. SETTING OF THE AGENDA Chair Issendorf called for corrections or additions to the agenda. Hearing no objections, corrections, or further additions, Chair Issendorf declared the agenda approved as presented.

4. APPROVAL OF FINANCIAL REPORT/APPROPRIATIONS

4.1 Financial Report & Proposed Appropriations Stacy Lorenz (Chad Strand, P.C.) presented the financial report for October 2025 and proposed appropriations. The report and proposed appropriations were made available to the Board and the public in advance of the meeting and were reviewed and discussed by the Board.

Moved Manager Drangsholt/Seconded Manager Abernathey

That the financial reports be taken and confirmed as presented, and that the monthly bills due be paid as presented.

Carried.

4.2 3rd Quarter Financial Summary Administrator Jennifer Malloy (Apex Engineering) presented the 3rd Quarter Financial Activity by Drain/Assessment District report. The Board directed Malloy to request the Auditor's office provide a report of any assessment drain special assessments that are not paid, and directed Malloy and Stacy Lorenz to update the Summary in order to remove assessment district projects that are no longer active.

Stacy Lorenz (Chad Strand, P.C.) left the meeting at 9:28 a.m.

5. CONFIRMATION OF MINUTES The Board reviewed the draft minutes from September 15, 2025.

Moved Manager Drangsholt/Seconded Manager Engelhard

That the minutes of the regular Board meeting held on September 15, 2025, be approved as presented.

Carried.

6. ASSESSMENT DRAINS Discussion was held on the status of all the District's existing assessment drains and proposed assessment drain projects. Special discussion was held on the following items:

- 6.1 **Haas Coulee Drain** Engineer Jennifer Malloy (Apex Engineering) reported that she informed Richard Williams that she is contacting contractors to see who is available to mow the assessment drain again, along a wider path, downstream of Richard's property.
 - 6.1.1 **Stead Drain Phase II** Jennifer Malloy (Apex Engineering) reported that Apex Engineering required additional time to bring revised and final construction plans and quotes for the Board to review and intends them to be ready for review and approval at the November meeting.
 - 6.1.2 **Haas Coulee Phase V** Engineer Jennifer Malloy (Apex Engineering) reported that Mikkelsen Aggregates, LLC presently has this as the third current work item for the District. Its ability to start this year will depend on the timing of winter freeze up.
 - 6.1.3 **Haas Coulee Improvement (2025-1)** No updates.
 - 6.2 **LaPorte Coulee Drain** Engineer Jennifer Malloy (Apex Engineering) reported that Apex Engineering required additional time to bring the final construction plans to the Board to review and intends them to be ready for review and approval at the November meeting. After that, Apex Engineering could solicit quotes for construction. Also, at that time, the proposed easements will be finalized and sent to affected landowners.
 - 6.3 **Scandia-Scotia Drain** Manager Abernathey reported on intercept culverts between Sections 18 & 19 in Scandia-Scotia Township in the assessment district that have been reconstructed at higher elevations than the natural flow bottom, with the existing culverts left in place. Van Bruggen recommended photographs of the prior-existing culverts be taken in relation to the new culverts, and to provide those photographs to the respective road authorities with a request that the culverts be reconstructed at the natural bottom elevation of adjacent properties. The Board directed Malloy to provide data to Manager Abernathey to ensure lands assessed for the Scandia-Scotia drain could flow across highways and into the drain as an outlet.
 - 6.4 **South Landa Drain** Engineer Jennifer Malloy (Apex Engineering) reported that she discussed the additional dirt work needed in the North Half (N1/2) of Section 33, Scandia Township and the contractor said it would inspect, but there has been no follow up. Malloy and Manager Engelhard will follow up with the contractor.
 - 6.5 **Stone Creek Drain Lateral (Elysian)** Engineer Jennifer Malloy (Apex Engineering) reported that Mikkelsen Aggregates, LLC has this second on its list of work to do for the District.
 - 6.6 **White Spur Drain** Engineer Jennifer Malloy (Apex Engineering) reported that Apex Engineering required additional time to bring the final construction plans to the Board to review and intends them to be ready for review and approval at the November meeting. After that, Apex Engineering could solicit quotes for construction. Also, at that time, the proposed easements will be finalized and sent to affected landowners.
 - 6.7 **Brandt Drain** Chair Issendorf reported that representatives from the Stone Creek Township (Township 160 North, Range 78 West) are considering adding highway culverts that would directly land into the Brandt Drain between Sections 4 & 5. Engineer Jennifer Malloy (Apex Engineering) is looking at the change in watershed and benefits. Newly benefited lands would need to be added to the assessment drain.
7. **OPEN MIC** No members of the public were present for the open mic portion of the meeting.
 8. **OLD BUSINESS** None.
 9. **NEW BUSINESS** None.
 10. **ITEMS FOR DISCUSSION & INFORMATION**

10.1 Staff Reports

10.1.1 Engineer/Administrator – Administrator Jennifer Malloy (Apex Engineering) reported on the Annual Joint North Dakota Water Convention and Irrigation Workshop, including the manager training on Wednesday, December 10. Managers interested in attending can register through Malloy's office.

10.1.2 Attorney Report Administrator Malloy and Attorney Kale Van Bruggen (Rinke Noonan Law Firm) reported on the ND Water Resource District Association working group efforts to develop a benefits determination model for use on local special assessment apportionment for district projects, which will be part of the December 10 manager training at the Annual Joint North Dakota Water Convention. Malloy and Van Bruggen also reported on the Ag & Water Management Interim Committee work on the Economic Analysis model for ND State Water Commission cost-share funding.

10.2 Managers' Updates

10.2.1 Souris River Joint Board Chair Issendorf reported on the operations of the Souris River Joint Board.

11. CLOSE OF MEETING Having completed all business on the noticed agenda, the Chair declared the meeting adjourned at 10:48 a.m.

Minutes approved by the Board on November 17, 2025.

Clifford Issendorf, Chair

Kale R. Van Bruggen, Secretary