

**BOTTINEAU COUNTY WATER RESOURCE DISTRICT
MINUTES OF THE MEETING HELD ON DECEMBER 15, 2025
BOTTINEAU COUNTY COURTHOUSE**

1. ATTENDANCES

PRESENT: Clifford Issendorf, Chair
Wayne Drangsholt, Treasurer
Paxton Engelhard, Manager
Jared Abernathey, Manager

IN ATTENDANCE: Jennifer Malloy, Administrator/Engineer (via video conference)
Kale Van Bruggen, Secretary/Counsel (via video conference)
Stacy Lorenz, Chad Strand Agency, P.C.
Emily Deschamp, Auditor (arrived at 9:25 a.m.; left at 9:30 a.m.)
Ann Monson, Treasurer (arrived at 9:30 a.m.; left at 9:35 a.m.)

APOLOGIES: Mitch Opdahl, Vice Chair

2. COMMENCEMENT The meeting was called to order at 9:11 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 December 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. Prepayments on the Stone Creek Lateral B assessment drain will be paid to the Bank of North Dakota and end of year general funds will be contributed to the operating line of credit.

Moved Manager Drangsholt/Seconded Manager Engelhard

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

Carried.

Lorenz requested copies of expense forms from all managers for expenses through December 31, 2025.

5. CONFIRMATION OF MINUTES The Board reviewed the draft minutes from November 17, 2025.

During review of the draft minutes, the Board invited Bottineau County Auditor to the meeting to answer questions about the delinquent assessment drain special assessments listed in the November 17, 2025 minutes.

Emily Deschamp, Bottineau County Auditor, entered the meeting at 9:25 a.m.

Auditor Deschamp reported that the delinquent special assessments levied for assessment drains are attached to parcels where the ad valorem property taxes are also delinquent. She noted that none of the delinquent special assessments involve circumstances where property taxes were paid under protest or where a request for allocation of partial payment was submitted. Auditor Deschamp clarified that the County Treasurer is the official charged with collection and enforcement of property taxes and could provide further clarification.

Auditor Deschamp departed the meeting at 9:30 a.m. and Ann Monson, Bottineau County Treasurer, entered.

Treasurer Monson confirmed that no ad valorem property taxes or special assessments have been paid on the parcels with delinquent tax obligations. She reported that, under statute, the interest rate applied to delinquent special assessments is the same as that applied to delinquent ad valorem property taxes. The rate schedule is 3% initially; 6% beginning June 1; 9% beginning August 1; and 12% beginning October 15. Treasurer Monson further explained that if special assessments remain unpaid into the following tax year, statutory penalties also begin to accrue. She stated that when partial payments are received, such payments are first applied to outstanding special assessments before ad valorem property taxes. If the partial payment does not satisfy all special assessments, the amount is prorated among the assessments due.

Treasurer Monson departed the meeting at 9:35 a.m.

Moved Manager Drangsholt/Seconded Manager Engelhard

That the minutes of the regular Board meeting held on November 17, 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 Stead Drain Phase II** Engineer Jennifer Malloy (Apex Engineering) reported that quotes will be solicited for review at the January Board meeting.

7. **OLD BUSINESS**

7.1 **2027 Legislative Issues: Public Roadway Crossings (Drain Tile & Stream Crossings)** Attorney Kale Van Bruggen (Rinke Noonan Law Firm) reported on discussions with the ND Water Resource District Association about the scope of issues to be addressed on proposed 2027 statutory language for management of water crossing public roadways. Chair Issendorf reported on similar discussions held at the 2025 Joint Water Convention in Bismarck.

8. **NEW BUSINESS**

8.1 **2026 Meeting Schedule Resolution** Attorney Kale Van Bruggen (Rinke Noonan Law Firm) reviewed the draft and proposed Resolution Setting Regular Meeting Schedule for the Year 2026.

Moved Manager Drangsholt/Seconded Manager Engelhard

That the Resolution Setting Regular Meeting Schedule for the Year 2026 be approved; that Chair Issendorf and Secretary Van Bruggen be authorized to sign it on behalf of the

District; and that Secretary Van Bruggen transmit the signed Resolution to the Bottineau County Auditor and arrange for posting at the Bottineau County Courthouse.
Carried on roll call vote of the Board.

9. OPEN MIC No members of the public were present to address the Board.

10. ITEMS FOR DISCUSSION & INFORMATION

10.1 Staff Reports

10.1.1 Engineer/Administrator No report.

10.1.2 Attorney Report Attorney Kale Van Bruggen (Rinke Noonan Law Firm) reviewed the proposed hourly rate and flat fee increases for the Districts agreement for legal services with Rinke Noonan Law Firm for 2026.

Moved Manager Drangsholt/Seconded Manager Engelhard

That the 2026 rates for the Rinke Noonan Law Firm engagement agreement be approved.

Carried.

10.2 Managers' Updates

10.2.1 Souris River Joint Board Chair Issendorf reported on the ongoing discussions at the Souris River Joint Board regarding project costs and funding.

11. CLOSE OF MEETING Having completed all business on the noticed agenda, the Chair declared the meeting adjourned at 10:12 a.m.

Minutes approved by the Board on January 19, 2025.

Clifford Issendorf, Chair

Kale R. Van Bruggen, Secretary