

**Lower Heart River WRD**  
**January 13, 2022**  
**Remote Call-In**  
**connection information below**  
**Special Meeting**  
**3:00 PM**

Meeting called to order at 3:02 PM.

Attendees: via webex – Mitch Bitz, Shauna Laber, Luci Snowden, Ryan Jockers, Bill Robinson, Justin Froseth, Andrew Strommen, Arthur Goldammer, Dennis Reep, Karli Frohling

First item of discussion – Development Agreement for Shores of Lakewood Addition. Chair Robinson opened the discussion stating the document presented today to the Board and Developer has been in the works for some time and vetted by HDR Engineering, Lower Heart, and TRX Developers, LLC (Arthur Goldammer). Comments by Shauna Laber and Arthur Goldammer reflect the consensus of the agreement by Lower Heart and TRX.

Motion made to approve the Development Agreement for Shores of Lakewood Addition with noted clerical corrections for dating.

Motion: Shauna Laber, Second: Mitch Bitz. Approved: Bitz, Laber, Snowden, Jockers, Robinson, Denied: None.

Second item of discussion – Joint Powers Agreement with the City of Mandan. Chair Robinson opened the discussion stating the presented JPA has been reviewed and amended by both Lower Heart and the City of Mandan, while the document was largely prepared by the bond agency attorney, and it is a mostly stock agreement. The JPA is an essential document to proceed, with the City, work on the Special Assessment process and planning.

Motion made to approve the Joint Powers Agreement to be executed with the City of Mandan in relation to the Flood Risk Reduction Plan assessment process.

Motion: Shauna Laber, Second: Mitch. Approved: Bitz, Laber, Snowden, Jockers, Robinson, Denied: None.

Meeting adjourned at 3:26 PM.

**Lower Heart River WRD**  
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**Remote Call-In**  
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**Special Meeting**  
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First item of discussion – Development Agreement for Shores of Lakewood Addition. Chair Robinson opened the discussion stating the document presented today to the Board and Developer has been in the works for some time and vetted by HDR Engineering, Lower Heart, and TRX Developers, LLC (Arthur Goldammer). Comments by Shauna Laber and Arthur Goldammer reflect the consensus of the agreement by Lower Heart and TRX.

Motion made to approve the Development Agreement for Shores of Lakewood Addition with noted clerical corrections for dating.

Motion: Shauna Laber, Second: Mitch Bitz. Approved: Bitz, Laber, Snowden, Jockers, Robinson, Denied: None.

Second item of discussion – Joint Powers Agreement with the City of Mandan. Chair Robinson opened the discussion stating the presented JPA has been reviewed and amended by both Lower Heart and the City of Mandan, while the document was largely prepared by the bond agency attorney, and it is a mostly stock agreement. The JPA is an essential document to proceed, with the City, work on the Special Assessment process and planning.

Motion made to approve the Joint Powers Agreement to be executed with the City of Mandan in relation to the Flood Risk Reduction Plan assessment process.

Motion: Shauna Laber, Second: Mitch. Approved: Bitz, Laber, Snowden, Jockers, Robinson, Denied: None.

Meeting adjourned at 3:26 PM.

## NOTICE OF MEETING

**TAKE NOTICE**, That a regular meeting of the Board of Managers of the Lower Heart River Water Resource District of Morton County, will be held on **Tuesday, January 25, 2022**, at 2:00 p.m. Central Time at the Veteran's Conference Room in the City of Mandan's Administration Building at 205 2<sup>nd</sup> Avenue Northwest, Mandan, North Dakota.

The agenda will include, but not limited to:

1. Roll call;
2. Reading, correction and approval of minutes of previous meeting;
3. Review of any business from previous meeting;
4. Receive petitions, protests and other communications;
5. Hearing reports of committees and department heads;
6. Report of Engineers with regard to pending and current projects;
7. Status of on-going construction of proposed improvements;
8. Discussion of special projects for levee repair and other projects;
9. Miscellaneous business

**Also: Receive and review accounts and payments of bills and other claims.**

Adjourn.

Dated this 11th day of January, 2022.

/S/ WILLIAM ROBINSON  
WILLIAM ROBINSON, CHAIRMAN

E-MAILED TO:

William Robinson  
Mitch Bitz  
Ryan Jockers  
Luci Snowden  
Shauna Laber  
Carol Beechie  
Dennis Reep, HDR  
Karli Frohling, HDR  
Morton County Auditor

MAILED TO:

Andy Zachmeier, Morton County Commissioner  
Cody Mattson, Morton County Emergency Manager

Minutes of Meeting  
Of the Board of Managers  
Of the Lower Heart River WRD  
January 25, 2022  
2:00 p.m. – Veteran’s Room  
Mandan City Hall

Attendees: Bill Robinson, Chairman; Mitch Bitz, Manager; Luci Snowden, Manager (phone); Ryan Jockers, Manager (phone); Shauna Laber, Manager (phone) and Carol Beechie, Secretary/Treasurer.

Also in attendance: Dennis Reep, HDR Engineering; Karli Frohling, HDR Engineering; Ally Carson, HDR Engineering (phone); Jordan Singer, City Building Inspector; Andy Zachmeier, Morton County Commissioner; and Cody Mattson, Morton County Emergency Manager (phone).

The minutes of the December 28, 2021, Board Meeting and the January 13, 2022, Special Board Meeting were presented. Motion to approve both sets of minutes by Mitch Bitz, seconded by Shauna Laber. Motion passed unanimously.

Monthly bills for January and the financial report for December 2021 were reviewed. Mitch Bitz made a motion to approve the invoices and financial report, seconded by Shauna Laber. Motion passed unanimously.

Vouchers approved for payment:

HDR Engineering, Inc.	General Engineering Services – Task Order 3 November 21, 2021, to December 25, 2021	\$1,947.50
HDR Engineering, Inc.	Flood Risk Design Phase 2= Task Order 5 November 21, 2021, to December 25, 2021	\$94,454.75
HDR Engineering, Inc.	Assessment District = Task Order 6 November 21, 2021, to December 25, 2021	\$6,356.25
HDR Engineering, Inc.	BRIC Grant Application – Task Order 7 November 21, 2021, to December 25, 2021	\$19,908.75
HDR Engineering, Inc.	To 8 Levee System Section 408 Permit November 21, 2021, to December 25, 2021	\$972.50
Morton County Treasurer	Special Assessment Taxes	\$5,501.63
ND Water Resource District	2022 Association Dues	\$675.00
Bravera Bank	Loan Origination Fee – Kist Property	\$250.00
ND Tax Commissioner	Payroll Taxes	\$40.00

**Closings on Levee and Flood Plain Real Estate and Farmland Lease for 2022:**

Kist flood plain land: Kist property is closed and transferred to LHRWRD.

Fasching/Emil land: The Title team is prepping the Fasching/Emil mill wall lots for closing this week.

**Local Cost-Share Planning for Phase 3:**

**Joint Powers Agreement:** The Joint Powers Agreement has been approved by LHRWRD and the City of Mandan and executed for the assessment process on January 18, 2022.

**Special Assessment:** The special assessment introduction was presented to the City of Mandan at the council meeting on January 18, 2022. The City Commission approved the resolution creating the assessment district and Resolution of Necessity at its January 18, 2022, meeting. Required newspaper notices will be on January 28 and February 4 editions. Website is ready and If emails are received, HDR will handle and respond.

**Cost Share Benefit Ratio:** The cost share benefit ratio analysis is with the ND Department of Water Resources and is under review with a virtual meeting scheduled for January 28<sup>th</sup>.

**BRIC Grant:** Final BRIC application submitted to NDDES under the City of Mandan profile website on January 19, 2022, after approval at the City Commission meeting on January 18<sup>th</sup>. Final BCA is at 7.5. NDDES submitted to FEMA on January 21, 2022, after reviewing all applications and ranking them. Results are expected by June 2022. Nine (9) competitive applications were submitted from North Dakota.

**Update on Mandan Flood Risk Reduction Plan:** Dennis Reep, HDR Engineering, provided an update (see Project Update – Phase 2 dated January 25, 2022).

**SWIF Update:** The periodic inspection of the levee took place in May and was performed by RJH Consultants. The inspection reports have not been received yet. The updated SWIF plan was submitted to the USACE for review and approval in October. No response has been received to date. The O&M manual was submitted in May 2019 and comments were provided in December 2021. Have not received a response yet. Karli Frohling, HDR Engineering, will put together a Spring and Fall checklist of routine and special maintenance items that should be performed. Karli has not heard back from Toman Engineering on the needed survey data for the Sunny Unit. Quarterly news release will be prepared and included on the Lower Heart website. Encroachment letters should once again be sent out in May.

**Other Items:**

**Memorial Highway Flood Gate Structure:** Structure needs to be moved for Meadowlands development. Chairman Robinson has been in contact with owner, Barry Jennings. Chairman Robinson and Manager Bitz will work through location (LHRWRD O&M item).

**USACE Stakeholder Workshops:** National Levee Safety Program virtual workshop schedule.

**ND Department of Water Resources:** Interim and regular meeting schedule was presented.

**Spring Flood:** Spring flooding is expected to be low.

**Water Commission Reimbursement:** Chairman Robinson will prepare another reimbursement request to the Water Commission.

The Board adjourned at 2:55 p.m. Next meeting is Tuesday, February 22 at 2 p.m.

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Chairman

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Secretary/Treasurer

## NOTICE OF MEETING

**TAKE NOTICE**, That a regular meeting of the Board of Managers of the Lower Heart River Water Resource District of Morton County, will be held on **Tuesday, February 22, 2022**, at 2:00 p.m. Central Time at the Veteran's Conference Room in the City of Mandan's Administration Building at 205 2<sup>nd</sup> Avenue Northwest, Mandan, North Dakota.

The agenda will include, but not limited to:

1. Roll call;
2. Reading, correction and approval of minutes of previous meeting;
3. Review of any business from previous meeting;
4. Receive petitions, protests and other communications;
5. Hearing reports of committees and department heads;
6. Report of Engineers with regard to pending and current projects;
7. Status of on-going construction of proposed improvements;
8. Discussion of special projects for levee repair and other projects;
9. Miscellaneous business

**Also: Receive and review accounts and payments of bills and other claims.**

Adjourn.

Dated this 10th day of February, 2022.

/S/ WILLIAM ROBINSON  
WILLIAM ROBINSON, CHAIRMAN

E-MAILED TO:

William Robinson  
Mitch Bitz  
Ryan Jockers  
Luci Snowden  
Shauna Laber  
Carol Beechie  
Dennis Reep, HDR  
Karli Frohling, HDR  
Morton County Auditor

MAILED TO:

Andy Zachmeier, Morton County Commissioner  
Cody Mattson, Morton County Emergency Manager

Minutes of Meeting  
Of the Board of Managers  
Of the Lower Heart River WRD  
February 22, 2022  
2:00 p.m. – Veteran’s Room  
Mandan City Hall

Attendees: Bill Robinson, Chairman; Mitch Bitz, Manager (phone); Luci Snowden, Manager (phone); Ryan Jockers, Manager (phone); Shauna Laber, Manager (phone) and Carol Beechie, Secretary/Treasurer.

Also in attendance: Dennis Reep, HDR Engineering; Karli Frohling, HDR Engineering; John Cambridge, HDR Engineering (phone); Mayor Tim Helbling, City of Mandan (phone); Jasper Klein, AE2S Engineering (phone); Jim Neubauer, City of Mandan (phone); Cody Mattson, Morton County Emergency Manager (phone); and Andy Zachmeier, Morton County Commissioner.

The minutes of the January 25, 2022, Board Meeting were presented. Shauna Laber made a motion to approve the minutes, seconded by Mitch Bitz. Motion passed unanimously.

Monthly bills for February and the financial report for January 2022 were reviewed. Shauna Laber made a motion to approve the invoices and financial report, seconded by Mitch Bitz. Motion passed unanimously.

Vouchers approved for payment:

HDR Engineering, Inc.	General Engineering Services – Task Order 3 December 26, 2021 to January 29, 2022	\$5,160.00
HDR Engineering, Inc.	Flood Risk Design Phase 2= Task Order 5 December 26, 2021 to January 29, 2022	\$60,763.65
HDR Engineering, Inc.	Assessment District = Task Order 6 December 26, 2021 to January 29, 2022	\$22,367.92
HDR Engineering, Inc.	BRIC Grant Application – Task Order 7 December 26, 2021 to January 29, 2022	\$191.25

**Closings on Levee and Flood Plain Real Estate and Farmland Lease for 2022:**

Kist flood plain land: Kist closing is complete for entrance to Mandan South unit of levee.

Fasching/Emil land: Fasching closing is complete for the Mill Wall section.

**Local Cost-Share Planning for Phase 3:**

Joint Powers Agreement: The Joint Powers Agreement has been approved by LHRWRD and the City of Mandan and executed for the assessment process on January 18, 2022.

Cost Share Benefit Ratio: The cost share benefit ratio analysis is with the ND Department of Water Resources and is under review.

Special Assessment: The special assessment introduction was presented to the City of Mandan at the council meeting on January 18, 2022. The City Commission approved the resolution creating the assessment district and Resolution of Necessity at its January 18, 2022, meeting. Required newspaper

notices were in January 28 and February 4 editions of the Mandan News. Protest period ends on February 28, 2022. Public meeting will be held at the March 15 City Commission meeting. Lower Heart will publish a special meeting notice for the March 15<sup>th</sup> meeting.

**Update on Mandan Flood Risk Reduction Plan:** Dennis Reep, HDR Engineering, provided an update (see Project Update – Phase 2 dated February 22, 2022). The 2023 Water Development Plan for the 2023-2025 biennium has an April 30<sup>th</sup> submittal date.

**SWIF Update:** The periodic inspection of the levee took place in May and was performed by RJH Consultants. The inspection reports have not been received yet. The updated SWIF plan was submitted to the USACE for review and approval in October. No response has been received to date. The updated O&M manual was submitted to the USACE for review and approval in May 2019. On October 29, 2021 the USACE stated they would review by December 1, 2021. On February 3, 2022, the USACE stated that the O&M Manual is in their queue of projects to be reviewed and did not provide an estimated timeframe. Karli Frohling, HDR Engineering, put together a Spring and Fall checklist of routine and special maintenance items that should be performed and shared with the Board and will email a copy to the Board members. On February 2, 2022, Toman Engineering stated they would be performing a right-of-way survey along the YCC portion of the Sunny Unit the following week.

Levee encroachments were discussed with the focus on building structures within the encroachment area. Shauna Laber made a motion requesting HDR to evaluate how other flood districts have handled building structure encroachments so Lower Heart River WRD can plan for the the future safety and operation of the flood protection area and the long-term maintenance of the levee, seconded by Mitch Bitch. Motion passed unanimously.

**Other Items:**

**Statement of No Objection for Mandan Parks irrigation project for diamonds:** Discussion regarding the Mandan Parks irrigation project revolved around who is responsible for gate maintenance and concerns regarding ongoing FEMA certification. Shauna Laber made a motion requesting HDR prepare a letter with minor adjustments for Bill Robinson and Mitch Bitz to review before signing and submitted. Motion was seconded by Luci Snowden and passed unanimously.

**Shores of Lakewood:** City of Mandan has added item to the P&Z February 28<sup>th</sup> meeting agenda. Shauna Laber made a motion that Lower Heart provide a written letter for documentation to the City that Lower Heart is not against the project, but needs Corps approval before moving forward. Motion was seconded by Mitch Bitz and passed unanimously.

**USACE Flood Fighting webinar:** March 9, 2022

The Board adjourned at 3:50 p.m. Next meeting is Tuesday, March 22 at 2 p.m.

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Chairman

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Secretary/Treasurer



## NOTICE OF MEETING

**TAKE NOTICE**, That a regular meeting of the Board of Managers of the Lower Heart River Water Resource District of Morton County, will be held on **Tuesday, March 22, 2022**, at 2:00 p.m. Central Time at the Veteran's Conference Room in the City of Mandan's Administration Building at 205 2<sup>nd</sup> Avenue Northwest, Mandan, North Dakota.

The agenda will include, but not limited to:

1. Roll call;
2. Reading, correction and approval of minutes of previous meeting;
3. Review of any business from previous meeting;
4. Receive petitions, protests and other communications;
5. Hearing reports of committees and department heads;
6. Report of Engineers with regard to pending and current projects;
7. Status of on-going construction of proposed improvements;
8. Discussion of special projects for levee repair and other projects;
9. Miscellaneous business

**Also: Receive and review accounts and payments of bills and other claims.**

Adjourn.

Dated this 10th day of March, 2022.

/S/ WILLIAM ROBINSON  
WILLIAM ROBINSON, CHAIRMAN

E-MAILED TO:

William Robinson  
Mitch Bitz  
Ryan Jockers  
Luci Snowden  
Shauna Laber  
Carol Beechie  
Dennis Reep, HDR  
Karli Frohling, HDR  
Morton County Auditor

MAILED TO:

Andy Zachmeier, Morton County Commissioner  
Cody Mattson, Morton County Emergency Manager

Minutes of Meeting  
Of the Board of Managers  
Of the Lower Heart River WRD  
March 22, 2022  
2:00 p.m. – Veteran’s Room  
Mandan City Hall

Attendees: Bill Robinson, Chairman; Mitch Bitz, Manager; Shauna Laber, Manager; Luci Snowden, Manager (phone); Ryan Jockers, Manager (phone) and Carol Beechie, Secretary/Treasurer.

Also in attendance: Dennis Reep, HDR Engineering; Karli Frohling, HDR Engineering; John Cambridge, HDR Engineering (phone); Vicki Twerdochlib, HDR Engineering (phone); Mayor Tim Helbling, City of Mandan (phone); Jasper Klein, AE2S Engineering (phone); Andrew Stromme, City Planning (phone); Jordan Singer, City Building Inspector; and Tim Kruckenberg, Mandan resident.

The minutes of the February 22, 2022, Board Meeting were presented. Shauna Laber made a motion to approve the minutes, seconded by Mitch Bitz. Motion passed unanimously.

Monthly bills for March and the financial report for February 2022 were reviewed. Shauna Laber made a motion to approve the invoices and financial report, seconded by Mitch Bitz. Motion passed unanimously.

Vouchers approved for payment:

HDR Engineering, Inc.	General Engineering Services – Task Order 3 January 30, 2022 to February 26, 2022	\$3,372.50
HDR Engineering, Inc.	Flood Risk Design Phase 2= Task Order 5 January 30, 2022 to February 26, 2022	\$36,543.25
HDR Engineering, Inc.	Assessment District = Task Order 6 January 30, 2022 to February 26, 2022	\$1,464.17
HDR Engineering, Inc.	To 8 Levee System Section 408 Permit December 26, 2021 to February 26, 2022	\$947.50
U.S. Postal Service	Annual PO Box Fee	\$212.00
William Robinson	1 <sup>st</sup> Quarter Salary	\$369.40
Ryan Jockers	1 <sup>st</sup> Quarter Salary	\$369.40
Mitch Bitz	1 <sup>st</sup> Quarter Salary	\$277.05
Luci Snowden	1 <sup>st</sup> Quarter Salary	\$369.40
Shauna Laber	1 <sup>st</sup> Quarter Salary	\$369.40
Carol Beechie	1 <sup>st</sup> Quarter Salary	\$1,092.31

**SWIF Update:** Right-of-way Survey data for the Sunny Unit Youth Correctional Facility portion from Toman has not been received yet. Once received, the data will be submitted to the USACE. An inspection checklist has been prepared and shared with board members. This inspection list and the list of deficiencies will be given to Barry Beechie for use during his regular levee maintenance duties. Bill Robinson brought up the tire tracks on the inside of the levee by the Sitting Bull Bridge and by the swimming area. The Levee Encroachment Memo recommendations prepared by HDR Engineering was

reviewed and discussed. After discussion, Andrew Stromme stated he would introduce at the City Commission meeting on Monday, March 28<sup>th</sup> the building codes relating to the Lower Heart levee requirements of 500 feet landward side of the levee, 15 feet from the toe is a clear zone with no building structure encroachments. The code approval process takes about 6 weeks to add into the City codes. Karli Frohling, HDR Engineering, will prepare a list of encroachments and share with the Board. Encroachment agreements with homeowners was discussed. Shauna Laber made a motion to approve the recommended Lower Heart management plan on levee encroachments as presented by HDR Engineering, seconded by Mitch Bitz. Motion passed unanimously.

Shauna Laber made a motion that Lower Heart Board begin to work with the Lower Heart attorney to develop encroachment requirements for landowners and present Lower Heart Board with a cost for this project, seconded by Mitch Bitz. Motion passed unanimously.

**Shores of Lakewood:** USACE has completed their review of this development and approved the information presented by the developer. Discussion on incorporating the developer's agreement into City documents. Shauna Laber made a motion that Lower Heart has no objection to the Shores of Lakewood Development pending receipt of signed, notarized and recordable developers agreement between Lower Heart and Verity Homes, seconded by Mitch Bitz. Motion passed unanimously. Bill Robinson will work with Art Goldammer to get developer's document signed. This document will be reviewed by Shauna to make document recordable and notary public ready. This document will be signed, notarized and recordable with the City of Mandan,

**Local Cost-Share Planning for Phase 3:** The Mandan City Commission has provided the following to the Flood Risk Reduction Project:

Joint Powers Agreement: The Joint Powers Agreement has been approved by LHRWRD and the City of Mandan and executed for the assessment process on January 18, 2022.

Resolution declaring Necessity of Improvement Project

Resolution creating Special Assessment District

Resolution of Insufficiency of Protests

**Update on Mandan Flood Risk Reduction Plan:** Dennis Reep, HDR Engineering, provided an update (see Project Update – Phase 2 dated March 22, 2022). The 2023 Water Development Plan for the 2023-2025 biennium has an April 30<sup>th</sup> submittal date. A special virtual management level meeting with DOT will be set up to discuss the combined lift station and the need for a Memorandum of Understanding (MOU).

**Farmland Lease Advertisement:** An advertisement has been placed in the Mandan News requesting bids on the Lower Heart farmland. Bids must be postmarked on or before Tuesday, March 29 with email bids accepted through Tuesday, March 29<sup>th</sup>. Bids will be opened after that date.

The Board adjourned at 4:05 p.m. Next meeting is Tuesday, April 26 at 2 p.m.

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Chairman

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Secretary/Treasurer

## NOTICE OF MEETING

**TAKE NOTICE**, That a regular meeting of the Board of Managers of the Lower Heart River Water Resource District of Morton County, will be held on **Tuesday, April 26, 2022**, at 2:00 p.m. Central Time at the Veteran's Conference Room in the City of Mandan's Administration Building at 205 2<sup>nd</sup> Avenue Northwest, Mandan, North Dakota.

The agenda will include, but not limited to:

1. Roll call;
2. Reading, correction and approval of minutes of previous meeting;
3. Review of any business from previous meeting;
4. Receive petitions, protests and other communications;
5. Hearing reports of committees and department heads;
6. Report of Engineers with regard to pending and current projects;
7. Status of on-going construction of proposed improvements;
8. Discussion of special projects for levee repair and other projects;
9. Miscellaneous business

**Also: Receive and review accounts and payments of bills and other claims.**

Adjourn.

Dated this 11th day of April, 2022.

/S/ WILLIAM ROBINSON  
WILLIAM ROBINSON, CHAIRMAN

E-MAILED TO:  
William Robinson  
Mitch Bitz  
Ryan Jockers  
Luci Snowden  
Shauna Laber  
Carol Beechie  
Dennis Reep, HDR  
Karli Frohling, HDR  
Morton County Auditor

MAILED TO:  
Andy Zachmeier, Morton County Commissioner  
Cody Mattson, Morton County Emergency Manager

Minutes of Meeting  
Of the Board of Managers  
Of the Lower Heart River WRD  
April 26, 2022  
2:00 p.m. – Veteran’s Room  
Mandan City Hall

Attendees: Bill Robinson, Chairman; Mitch Bitz, Manager; Shauna Laber, Manager (phone); Luci Snowden, Manager (phone); Ryan Jockers, Manager (phone) and Carol Beechie, Secretary/Treasurer.

Also in attendance: Dennis Reep, HDR Engineering; Karli Frohling, HDR Engineering; Craig Mizera, HDR Engineering; Jim Neubauer, City of Mandan; Ardin Striefel, ND DOT; Michael Johnson, ND DOT; Jasper Klein, AE2S Engineering; John Cambridge, HDR Engineering (phone); Vicki Twerdochlib, HDR Engineering (phone); and Mayor Tim Helbling, City of Mandan (phone); .

The minutes of the March 22, 2022, Board Meeting were presented. Mitch Bitz made a motion to approve the minutes, seconded by Shauna Laber. Motion passed unanimously.

Monthly bills for April and the financial report for March 2022 were reviewed. Shauna Laber made a motion to approve the invoices and financial report, seconded by Mitch Bitz. Motion passed unanimously.

Vouchers approved for payment:

HDR Engineering, Inc.	General Engineering Services – Task Order 3 February 27, 2022 to March 26, 2022	\$3,518.75
HDR Engineering, Inc.	Flood Risk Design Phase 2 - Task Order 5 February 27, 2022 to March 26, 2022	\$85,793.81
HDR Engineering, Inc.	Assessment District = Task Order 6 February 27, 2022 to March 26, 2022	\$3,343.75
HDR Engineering, Inc.	To 8 Levee System Section 408 Permit February 25, 2022 to March 26, 2022	\$3,179.50
The Bismarck Tribune	Farmlease Ad	\$139.20
ND Tax Commissioner	ND Payroll Tax Payment	\$40.00

**Memorial Highway Project Storm Water Management:** Discussion regarding storm water management, specifically relating to the lift station requirements and levee planning were held between the parties involved (ND NOT and Lower Heart River WRD). A Memorandum of Understanding (MOU) has been developed by HDR/Lower Heart River WRD and can be shared with ND DOT. ND DOT stated they would have their legal team involved immediately. Comments on the MOU with exhibits should be discussed at the May 24<sup>th</sup> Lower Heart River WRD Board Meeting.

**SWIF Update:** Right-of-way Survey data for the Sunny Unit Youth Correctional Facility portion from Toman has not been received yet. Chairman Robinson will check for stakes in the ground in this area. Once received, the data will be submitted to the USACE. An inspection checklist has been prepared and shared with Barry Beechie. The list of encroachments was emailed earlier to Board members. The

Municipal golf course is pulling water from the river. Karli will review and communicate with Chairman Robinson on this. Shauna Laber is working with our attorney from Legacy Law Firm on the permanent structure encroachment agreements. Karli will provide to Chairman Robinson the contact information for the mobile home park where the one shed remains that needs to be moved. Discussion continued regarding how to handle the moveable encroachment items. Mitch Bitz made a motion for Lower Heart River WRD Board (Shauna Laber) to discuss with our attorney at Legacy Law Firm the right of way encroachment items and what the legal process looks like for enforcing the encroachment items, seconded by Shauna Laber. Motion passed unanimously.

**Update on Mandan Flood Risk Reduction Plan:** Dennis Reep, HDR Engineering, provided an update (see Project Update – Phase 2 dated April 26, 2022). The 2023 Water Development Plan for the 2023-2025 biennium will be completed by HDR and submitted by the April 30<sup>th</sup> submittal date.

Discussion continued regarding ongoing contacts with landowners on the downstream segment. After discussion, HDR will work to schedule a meeting between the landowners/HDR/Lower Heart River WRD Board to answer any questions and their desire to participate in the project.

**Other Business:**

**Shauna Laber Resignation:** Shauna Laber has submitted her resignation from the Lower Heart River WRD due to a job change where she will be moving to Fergus Falls MN and working for Ottertail Power. The Board requested that she remain on the Board through the May meeting. An advertisement will be placed looking for Shauna’s replacement.

The Board adjourned at 4:00 p.m. Next meeting is Tuesday, May 24 at 2 p.m.

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Chairman

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Secretary/Treasurer

## NOTICE OF MEETING

**TAKE NOTICE**, That a regular meeting of the Board of Managers of the Lower Heart River Water Resource District of Morton County, will be held on **Tuesday, May 24, 2022**, at 2:00 p.m. Central Time at the Veteran's Conference Room in the City of Mandan's Administration Building at 205 2<sup>nd</sup> Avenue Northwest, Mandan, North Dakota.

The agenda will include, but not limited to:

1. Roll call;
2. Reading, correction and approval of minutes of previous meeting;
3. Review of any business from previous meeting;
4. Receive petitions, protests and other communications;
5. Hearing reports of committees and department heads;
6. Report of Engineers with regard to pending and current projects;
7. Status of on-going construction of proposed improvements;
8. Discussion of special projects for levee repair and other projects;
9. Miscellaneous business

**Also: Receive and review accounts and payments of bills and other claims.**

Adjourn.

Dated this 7th day of May, 2022.

/S/ WILLIAM ROBINSON  
WILLIAM ROBINSON, CHAIRMAN

E-MAILED TO:  
William Robinson  
Mitch Bitz  
Ryan Jockers  
Luci Snowden  
Shauna Laber  
Carol Beechie  
Dennis Reep, HDR  
Karli Frohling, HDR  
Morton County Auditor

MAILED TO:  
Andy Zachmeier, Morton County Commissioner  
Cody Mattson, Morton County Emergency Manager

Minutes of Meeting  
Of the Board of Managers  
Of the Lower Heart River WRD  
May 24, 2022  
2:00 p.m. – Veteran’s Room  
Mandan City Hall

Attendees: Bill Robinson, Chairman; Luci Snowden, Manager; Mitch Bitz, Manager (phone); Ryan Jockers, Manager (phone) and Carol Beechie, Secretary/Treasurer. Absent: Shauna Laber, Manager.

Also in attendance: Dennis Reep, HDR Engineering; Karli Frohling, HDR Engineering; Ryan Anderson, HDR Engineering; John Cambridge, HDR Engineering (phone); Vicki Twerdochlib, HDR Engineering (phone); Jordan Singer, City Building Inspector (phone); Andy Zachmeier, Morton County Commission and Mayor Tim Helbling, City of Mandan (phone); .

The minutes of the April 26, 2022, Board Meeting were presented. Ryan Jockers made a motion to approve the minutes, seconded by Luci Snowden. Motion passed unanimously.

Monthly bills for May and the financial report for April 2022 were reviewed. The Board discussed the cost share funds expected to be received and the future cost share fund submittals. Tax revenues received to date for 2022 is about \$300,000.00. Mitch Bitz made a motion to approve the invoices and financial report, seconded by Ryan Jockers. Motion passed unanimously.

Vouchers approved for payment:

HDR Engineering, Inc.	General Engineering Services – Task Order 3 March 27, 2022 to April 23, 2022	\$1,272.50
HDR Engineering, Inc.	Flood Risk Design Phase 2 - Task Order 5 March 27, 2022 to April 23, 2022	\$114,604.45
NDLTAP -UGPTI	Tractor Mower Safety Training	\$50.00
William Robinson	1 <sup>st</sup> Quarter Salary (Resubmitted)	\$369.40

**Memorial Highway Project Storm Water Management:** The Memorandum of Understanding (MOU) is being developed by the State. Lower Heart River WRD Board is waiting for the draft.

**SWIF Update:** The City of Mandan through the Planning and Zoning Committee is working on elevating the review for plats and developments within the 500’ zone of the floor protective works. Chairman Robinson stated that he has been invited to the May 25, 2022, Morton County Water Resource District Board meeting to listen on presentation to be made by the Bureau of Reclamation on planned repairs to the Heart Butte Dam.

**Update on Mandan Flood Risk Reduction Plan:** Dennis Reep, HDR Engineering, provided an update (see Project Update – Phase 2 dated May 24, 2022). Lower Heart River WRD has been invited to present a project update to the Water Topics Committee of the ND Legislature on June 23, 2022. Lower Heart WRD will be present along with Jim Neubauer and Mayor Tim Helbling from the City of Mandan. The



2023 Water Development Plan for the 2023-2025 biennium has been completed by HDR and submitted to the NDDWR.

A summary of the May 10, 2022, meeting with HDR, USACE, FEMA, NDDWR and Mr. Scott Johnson was presented. The Board reviewed the flood protection options for Mr. Johnson's property. The options presented were a Tiger Dam, a Muscle Wall and a PermaShield.

**Other Business:**

Motorized Vehicle Activity: Chairman Robinson received a call on motorized vehicle activity on and within the levee system. The Board discussed possible options on how to best prevent such activity.

Audit: The annual audit of LHRWRD financials by ND State Audit Department is underway. The audit is a joint audit with Morton County and other county committees.

Resignation of Shauna Laber: Shauna Laber has submitted her resignation from the Lower Heart River WRD due to a job change where she will be moving to Fergus Falls MN and working for Ottertail Power. Shauna did attend the May 10<sup>th</sup> meeting with Scott Johnson.

The Board adjourned at 3:30 p.m. Next meeting is Tuesday, June 28 at 2 p.m.

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Chairman

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Secretary/Treasurer

## **NOTICE OF MEETING**

**TAKE NOTICE**, That a regular meeting of the Board of Managers of the Lower Heart River Water Resource District of Morton County, will be held on **Tuesday, June 28, 2022**, at 2:00 p.m. Central Time at the Veteran's Conference Room in the City of Mandan's Administration Building at 205 2<sup>nd</sup> Avenue Northwest, Mandan, North Dakota.

The agenda will include, but not limited to:

1. Roll call;
2. Reading, correction and approval of minutes of previous meeting;
3. Review of any business from previous meeting;
4. Receive petitions, protests and other communications;
5. Hearing reports of committees and department heads;
6. Report of Engineers with regard to pending and current projects;
7. Status of on-going construction of proposed improvements;
8. Discussion of special projects for levee repair and other projects;
9. Miscellaneous business

**Also: Receive and review accounts and payments of bills and other claims.**

Adjourn.

Dated this 13th day of June, 2022.

/S/ WILLIAM ROBINSON  
WILLIAM ROBINSON, CHAIRMAN

E-MAILED TO:  
William Robinson  
Mitch Bitz  
Ryan Jockers  
Luci Snowden  
Shauna Laber  
Carol Beechie  
Dennis Reep, HDR  
Karli Frohling, HDR  
Morton County Auditor

MAILED TO:  
Andy Zachmeier, Morton County Commissioner  
Cody Mattson, Morton County Emergency Manager

Minutes of Meeting  
Of the Board of Managers  
Of the Lower Heart River WRD  
June 28, 2022  
2:00 p.m. – Veteran’s Room  
Mandan City Hall

Attendees: Bill Robinson, Chairman; Luci Snowden, Manager; Mitch Bitz, Manager; Ryan Jockers, Manager (phone); Shauna Laber, Manager (phone) and Carol Beechie, Secretary/Treasurer.

Also in attendance: Dennis Reep, HDR Engineering; Karli Frohling, HDR Engineering; Ryan Anderson, HDR Engineering; John Cambridge, HDR Engineering (phone); Vicki Twerdochlib, HDR Engineering (phone); Mayor Tim Helbling, City of Mandan (phone); Jim Neubauer, City of Mandan (phone) and Andy Zachmeier, Morton County Commission.

The minutes of the May 24, 2022, Board Meeting were presented. Luci Snowden made a motion to approve the minutes, seconded by Mitch Bitz. Motion passed unanimously.

Monthly bills for June and the financial report for May 2022 were reviewed. Two reimbursement checks have been received in the month of June from the Department of Water Resources. The 2023 budget will be presented at the July 14<sup>th</sup> County Commission Meeting. Luci Snowden made a motion to approve the invoices and financial report, seconded by Mitch Bitz. Motion passed unanimously.

Vouchers approved for payment:

HDR Engineering, Inc.	General Engineering Services – Task Order 3 April 24, 2022 to May 21, 2022	\$1,460.00
HDR Engineering, Inc.	Flood Risk Design Phase 2 - Task Order 5 April 24, 2022 to May 21, 2022	\$61,537.90
HDR Engineering, Inc.	Assessment District – Task Order 6 March 27, 2022 to May 21, 2022	\$730.00
HDR Engineering, Inc.	To 8 Levee System Section 408 Permit April 24, 2022 to May 21, 2022	\$2,252.50
Midwest Dragline	Permits Transportation Dredge Waterway	\$2,450.00
Morton County Weed Control	14 gallons of Tordon Herbicide	\$168.00
William Robinson	2 <sup>nd</sup> Quarter Salary	\$461.75
Ryan Jockers	2 <sup>nd</sup> Quarter Salary	\$369.40
Mitch Bitz	2 <sup>nd</sup> Quarter Salary	\$277.05
Luci Snowden	2 <sup>nd</sup> Quarter Salary	\$277.05
Shauna Laber	2 <sup>nd</sup> Quarter Salary	\$369.40
Carol Beechie	2 <sup>nd</sup> Quarter Salary	\$1,092.31
HUB International	Insurance	\$3,260.00
Quik Service, Inc.	Tractor Tire Switch	\$425.00

**Memorial Highway Project Storm Water Management:** The Memorandum of Understanding (MOU) is being developed by the State and a draft MOU has been circulated and sent for legal review. How to handle capital improvements and O&M responsibilities will need further clarification. A special board meeting may need to be called to review the MOU.

**SWIF Update:** Toman Engineering has not completed the YCC levee survey. USACE has contacted Chairman Robinson regarding a possible September inspection date. Lower Unit (Johnson area) flood protection was discussed with additional flood barrier discussions regarding costs and feasibility. Midco has requested a fiber optic installation and may need Lower Heart input to complete. Lower Heart asked HDR to put together criteria along with reference documents that can be shared with Midco. Art Goldammer raised a question regarding 4 foot basements for multilevel homes in the Lakewood area. The agreement states no basements in the critical area and the board will maintain that directive. A Memorandum of Understanding with BNSF has been drafted and being routed.

**Update on Mandan Flood Risk Reduction Plan:** Dennis Reep, HDR Engineering, provided an update (see Project Update – Phase 2 dated June 28, 2022). Ongoing dialog with BNSF to coordinate minor levee raise and interior drainage feature at upstream end of project. A preliminary engineering services agreement was shared with the Board to review plans and offer comments. A special Board meeting may need to be held to discuss this agreement with BNSF. John Cambridge provided a design update. NDDES has not heard back on the BRIC grant to FEMA yet. Selection results are expected by July, 2022. John Cambridge provided a right of way update on the Biver parcel.

**Special Meeting Topics:** Chairman Robinson mentioned that a special Board Meeting may need to be held the week of July 11<sup>th</sup> to discuss the Biver parcel, BNSF and the water permit for the Kist property. Chairman Robinson will share the water permit information with Manager Luci Snowden for review and handling. Manager Shauna Laber will review the BNSF agreement.

**Other Business:**

**Audit:** The annual audit of LHRWRD financials by ND State Audit Department is underway. The audit is a joint audit with Morton County and other county committees. The audit is 2 months out from completion.

**No Hunting:** Lower Heart River WRD floodplain lands have been electronically posted for no hunting.

**Heart Butte Dam Repairs:** Brief discussion on the upcoming Heart Butte Dam repairs.

**Lakewood Leafy Spurge Complaint:** This falls into the homeowner's or developer to spray for leafy spurge.

**Mobile Home Court Call:** A resident from a mobile home park called about if the levee would be raised in their area as she is looking at building a deck but does not want to interfere with the levee. Chairman Robinson requested HDR to review and have John Cambridge look at this lot. Bill can get back to the homeowner.

**Grass and Weeds:** Grass and weeds are growing. Ternes has been spraying outside of town.

The Board adjourned at 3:20 p.m. Next meeting is Tuesday, July 26 at 2 p.m.

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Chairman

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Secretary/Treasurer

## NOTICE OF MEETING

**TAKE NOTICE**, That a regular meeting of the Board of Managers of the Lower Heart River Water Resource District of Morton County, will be held on **Tuesday, July 26, 2022**, at 2:00 p.m. Central Time at the Veteran's Conference Room in the City of Mandan's Administration Building at 205 2<sup>nd</sup> Avenue Northwest, Mandan, North Dakota.

The agenda will include, but not limited to:

1. Roll call;
2. Reading, correction and approval of minutes of previous meeting;
3. Review of any business from previous meeting;
4. Receive petitions, protests and other communications;
5. Hearing reports of committees and department heads;
6. Report of Engineers with regard to pending and current projects;
7. Status of on-going construction of proposed improvements;
8. Discussion of special projects for levee repair and other projects;
9. Miscellaneous business

**Also: Receive and review accounts and payments of bills and other claims.**

Adjourn.

Dated this 11th day of July, 2022.

/S/ WILLIAM ROBINSON  
WILLIAM ROBINSON, CHAIRMAN

E-MAILED TO:  
William Robinson  
Mitch Bitz  
Ryan Jockers  
Luci Snowden  
Shauna Laber  
Carol Beechie  
Dennis Reep, HDR  
Karli Frohling, HDR  
Morton County Auditor

MAILED TO:  
Andy Zachmeier, Morton County Commissioner  
Cody Mattson, Morton County Emergency Manager

Minutes of Meeting  
Of the Board of Managers  
Of the Lower Heart River WRD  
July 26, 2022  
2:00 p.m. – Veteran’s Room  
Mandan City Hall

Attendees: Bill Robinson, Chairman; Mitch Bitz, Manager; Ryan Jockers, Manager (phone); Luci Snowden, Manager (phone) and Carol Beechie, Secretary/Treasurer.

Also in attendance: Dennis Reep, HDR Engineering; Karli Frohling, HDR Engineering; Ryan Anderson, HDR Engineering; Vicki Twerdochlib, HDR Engineering (phone); Daniel VanderVorst, HDR Engineering (phone); Jasper Klein, AE2S Engineering, (phone); Cody Mattson, Morton County Emergency Manager (phone) and Andy Zachmeier, Morton County Commission.

The minutes of the June 28, 2022, Board Meeting were presented. One word under the SWIF Update section needs to be changed from fire to fiber. Mitch Bitz made a motion to approve the minutes with the one correction, seconded by Luci Snowden. Motion passed unanimously.

Monthly bills for July and the financial report for June 2022 were reviewed. The 2023 budget was presented on July 14 to Morton County with Lower Heart requesting 4 mills. Budget should be finalized in September or early October. Chairman Robinson has been submitting monthly reimbursement letters to the Department of Water Resources. Mitch Bitz made a motion to approve the invoices and financial report, seconded by Ryan Jockers. Motion passed unanimously.

Vouchers approved for payment:

HDR Engineering, Inc.	General Engineering Services – Task Order 3 May 22, 2022 to June 25, 2022	\$3,462.50
HDR Engineering, Inc.	Flood Risk Design Phase 2 - Task Order 5 May 22, 2022 to June 30, 2022	\$68,824.46
Ternes Outdoor Services	Spraying	\$4,144.00
Workforce Safety Insurance	Premium (6-1-2022 to 5-31-2023)	\$250.00
ND Tax Commissioner	Form 306 Income Tax Withholding Return	\$40.00

**Memorial Highway Project Storm Water Management:** The Memorandum of Understanding (MOU) was received on July 25<sup>th</sup> and needs to be approved by the City of Mandan, Lower Heart WRD and the NDDOT. Vicki Twerdochlib asked if Lower Heart has an MOU with the City of Mandan currently in place, of which Lower Heart does not have an MOU with the City of Mandan. After discussion, Manager Mitch Bitz made a motion to approve the MOU contingent upon the City of Mandan and the NDDOT come to terms on future repairs and capital improvements and that Chairman Robinson can proceed with signing the MOU when finalized, seconded by Ryan Jockers. Motion passed unanimously.

**SWIF Update:** The SWIF Update (see SWIF Update dated July 26, 2022) was presented by Karli Frohling, HDR Engineering. Vicki Twerdochlib provided an example of a document that could be used with future levee access requests coming from utility and fiber optic companies. HDR will put together a document

that Lower Heart could provide for such requests and have a link on the Morton County and Lower Heart website to this document. Chairman Robinson stated he has not seen any stakes in the ground regarding the YCC Levee Survey. Chairman Robinson will visit with Toman Engineering on this project and put something in writing to present to Toman. Lower Heart asked HDR to provide a quote for what it would cost if they performed the necessary survey.

**Update on Mandan Flood Risk Reduction Plan:** Dennis Reep, HDR Engineering, provided an update (see Project Update – Phase 2 dated July 26, 2022). A preliminary engineering agreement from BNSF was presented. This is a typical agreement where a third party is hired to review the proposed work and Lower Heart would pay for this review. Estimated costs are \$18,000. Manager Mitch Bitz made a motion to enter into this MOU agreement with BNSF and authorize Chairman Robinson to sign on behalf of the Board, seconded by Ryan Jockers. Motion was passed unanimously.

**Other Business:**

**Audit:** The annual audit of LHRWRD financials by ND State Audit Department is underway. The audit is a joint audit with Morton County and other county committees.

**Water Permit with ND DWR:** The water permit with ND DWR on floodway property just south of Ft. Lincoln Trolley Bridge was discussed regarding keeping the permit active or foreit back to the State. The permit adds value to the land to keep the water permit in place.

The Board went into Executive Session.

The Board resumed into Regular Board Meeting.

**Biwer Family Land Appraisal:** Manager Mitch Bitz made a motion to make an offer at the appraisal value of \$9,801 and to offer to pay closing costs up to \$5,000 if needed. Motion seconded by Ryan Jockers. Motion passed unanimously. Dan VanderVorst, HDR Engineering, will present the offer to the Biwer family.

The Board adjourned at 3:45 p.m. Next meeting is Tuesday, August 23 at 2 p.m.

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Chairman

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Secretary/Treasurer

Minutes of Executive Session  
Of the Board of Managers  
Of the Lower Heart River WRD  
July 26, 2022  
3:25 p.m. – Veteran’s Room  
Mandan City Hall

Attendees: Bill Robinson, Chairman; Mitch Bitz, Manager; Ryan Jockers, Manager (phone); Luci Snowden, Manager (phone) and Carol Beechie, Secretary/Treasurer.

Also in attendance: Dennis Reep, HDR Engineering; Karli Frohling, HDR Engineering; Ryan Anderson, HDR Engineering; Daniel VanderVorst, HDR Engineering (phone) and Andy Zachmeier, Morton County Commission.

The Board discussed the appraisal of the Biver property. Appraisal is for 1.5 acres with a value of \$9,801. This land will never produce revenue. Appraisal was performed by a general independent appraiser.

The Board adjourned at 3:35 p.m. and went back into regular session.

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Chairman

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Secretary/Treasurer



## NOTICE OF MEETING

**TAKE NOTICE**, That a regular meeting of the Board of Managers of the Lower Heart River Water Resource District of Morton County, will be held on **Tuesday, August 23, 2022**, at 2:00 p.m. Central Time at the Veteran's Conference Room in the City of Mandan's Administration Building at 205 2<sup>nd</sup> Avenue Northwest, Mandan, North Dakota.

The agenda will include, but not limited to:

1. Roll call;
2. Reading, correction and approval of minutes of previous meeting;
3. Review of any business from previous meeting;
4. Receive petitions, protests and other communications;
5. Hearing reports of committees and department heads;
6. Report of Engineers with regard to pending and current projects;
7. Status of on-going construction of proposed improvements;
8. Discussion of special projects for levee repair and other projects;
9. Miscellaneous business

**Also: Receive and review accounts and payments of bills and other claims.**

Adjourn.

Dated this 6th day of August, 2022.

/S/ WILLIAM ROBINSON  
WILLIAM ROBINSON, CHAIRMAN

E-MAILED TO:

William Robinson  
Mitch Bitz  
Ryan Jockers  
Luci Snowden  
Shauna Laber  
Carol Beechie  
Dennis Reep, HDR  
Karli Frohling, HDR  
Morton County Auditor

MAILED TO:

Andy Zachmeier, Morton County Commissioner  
Cody Mattson, Morton County Emergency Manager

Minutes of Meeting  
Of the Board of Managers  
Of the Lower Heart River WRD  
August 23, 2022  
2:00 p.m. – Veteran’s Room  
Mandan City Hall

Attendees: Bill Robinson, Chairman; Mitch Bitz, Manager; Ryan Jockers, Manager (phone); Luci Snowden, Manager (phone) and Carol Beechie, Secretary/Treasurer.

Also in attendance: Dennis Reep, HDR Engineering; Karli Frohling, HDR Engineering; Vicki Twerdochlib, HDR Engineering (phone); John Cambridge, HDR Engineering; Daniel VanderVorst, HDR Engineering (phone); Jim Neubauer, Mandan City Administrator; Mayor Tim Helbling, Mayor of Mandan and Andy Zachmeier, Morton County Commission.

The minutes of the July 26, 2022, Board Meeting were presented. Ryan Jockers made a motion to approve the minutes, seconded by Luci Snowden. Motion passed unanimously.

Monthly bills for August and the financial report for July 2022 were reviewed. The 2023 budget was presented on July 14 to Morton County with Lower Heart requesting 4 mills. Budget should be finalized in September or early October. Chairman Robinson has been submitting monthly reimbursement letters to the Department of Water Resources. The 2021 audit is near completion. Mitch Bitz made a motion to approve the invoices and financial report, seconded by Ryan Jockers. Motion passed unanimously.

Vouchers approved for payment:

HDR Engineering, Inc.	General Engineering Services – Task Order 3 July 1, 2022 to July 30, 2022	\$2,035.00
HDR Engineering, Inc.	Flood Risk Design Phase 2 - Task Order 5 July 1, 2022 to July 30, 2022	\$57,538.40
City of Mandan	Gas	\$229.09

**Memorial Highway Project Storm Water Management:** The Memorandum of Understanding (MOU) was received on July 25<sup>th</sup> and needs to be approved by the City of Mandan, Lower Heart WRD and the NDDOT. Chairman Robinson has notified Jim Neubauer, Mandan City Administrator of the approved rough draft of the MOU. Lower Heart will need to execute the MOU along with the other parties (City of Mandan, NDDOT and LHRWRD).

**LHRWRD Maintenance Items:** Discussion on the maintenance of the interior drainage system including the channel back weeds and grass. The batwing mower does not reach all the way to handle the intense weed and grass growth over the summer. Mitch Bitz stated that the City of Mandan has been assisting with the maintenance over the summer and that Lower Heart will be charged for the work and equipment that was damaged during the cutting of some of the questionable areas. Chairman Robinson stated that Barry Beechie, the Lower Heart maintenance employee, has turned in his resignation effective the end of 2022. The maintenance employee is a Morton County position. Board discussed contracting with the City of Mandan for the Lower Heart maintenance. A decision will need to be made by year-end so the City can plan accordingly. Mitch Bitz stated he has been in contact with Gary Benz,

previous Lower Heart maintenance employee, regarding assisting with summer and fall clean-up work. After discussion, Mitch made a motion to approve an additional \$10,000 to contract work between now and freeze-up and HDR look at ways to approve the interior drainage so it is easier to maintain. Motion was seconded by Ryan Jockers. Motion passed unanimously.

**SWIF Update:** The SWIF Update (see SWIF Update dated August 23, 2022) was presented by Karli Frohling, HDR Engineering. No information has been received from Toman Engineering regarding the right-of-way survey along the YCC portion of the Sunny Unit. Toman has reached out to YCC for easement information, but there is a lack of easement data and Toman Engineering is planning on creating the right-of-way boundary using the 15' clear zone from the toe of the levee per USACE requirements. The board discussed contacting the County Recorder for easement detail information. Morton County Commissioner, Andy Zachmeier, will visit with the County Recorder to see what information can be obtained. Vicki Twerdochlib provided a utilities document that could be provided to companies that need to access the Lower Heart right-of-way. Document may require legal review before posting electronically on our website.

The Spur Dike Unauthorized Excavation Observation Report was reviewed. John Cambridge, HDR Engineering, presented the report on this site. Discussion continued regarding how to address this excavation. Mitch Bitz will research an emergency repair to this spot and report back to the board.

USACE Inspection is planned for September 12-14 with the initial kick-off meeting on Monday morning.

**Update on Mandan Flood Risk Reduction Plan:** Dennis Reep, HDR Engineering, provided an update (see Project Update – Phase 2 dated August 23, 2022). HDR submitted plans to BNSF for review and consideration. HDR is providing information to a separate consultant on the levee project coordination of the Mandan sanitary force main project. Section 408 Authorization Request is close to being submitted. After discussion, Mitch Bitz made a motion to approve Chairman Robinson to sign the 408 and CLOMR as HDR presents, seconded by Luci Snowden. Motion carried. The FEMA BRIC grant that was submitted was not funded. NDES is getting details on scoring and will provide input as to whether it would be beneficial to re-apply.

**Other Business:**

Biber: Dan VanderVorst, HDR Engineering stated he should have a response sometime this week on the Biber property.

Water Permit with ND DWR: The water permit with ND DWR on floodway property just south of Ft . Lincoln Trolley Bridge was discussed regarding keeping the permit active or forfeit back to the State. The permit adds value to the land to keep the water permit in place. Chairman Robinson will visit with the ND DWR regarding the costs to renew and provide information at the September meeting.

The Board adjourned at 3:45 p.m. Next meeting is Tuesday, September 27 at 2 p.m.

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Chairman

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Secretary/Treasurer

## NOTICE OF MEETING

**TAKE NOTICE**, That a regular meeting of the Board of Managers of the Lower Heart River Water Resource District of Morton County, will be held on **Tuesday, September 27, 2022**, at 2:00 p.m. Central Time at the Veteran's Conference Room in the City of Mandan's Administration Building at 205 2<sup>nd</sup> Avenue Northwest, Mandan, North Dakota.

The agenda will include, but not limited to:

1. Roll call;
2. Reading, correction and approval of minutes of previous meeting;
3. Review of any business from previous meeting;
4. Receive petitions, protests and other communications;
5. Hearing reports of committees and department heads;
6. Report of Engineers with regard to pending and current projects;
7. Status of on-going construction of proposed improvements;
8. Discussion of special projects for levee repair and other projects;
9. Miscellaneous business

**Also: Receive and review accounts and payments of bills and other claims.**

Adjourn.

Dated this 16th day of September, 2022.

/S/ WILLIAM ROBINSON  
WILLIAM ROBINSON, CHAIRMAN

E-MAILED TO:  
William Robinson  
Mitch Bitz  
Ryan Jockers  
Luci Snowden  
Carol Beechie  
Dennis Reep, HDR  
Karli Frohling, HDR  
Morton County Auditor

MAILED TO:  
Andy Zachmeier, Morton County Commissioner  
Cody Mattson, Morton County Emergency Manager

Minutes of Meeting  
Of the Board of Managers  
Of the Lower Heart River WRD  
September 27, 2022  
2:00 p.m. – Veteran’s Room  
Mandan City Hall

Attendees: Bill Robinson, Chairman; Mitch Bitz, Manager; Ryan Jockers, Manager (phone); Luci Snowden, Manager (phone) and Carol Beechie, Secretary/Treasurer.

Also in attendance: Dennis Reep, HDR Engineering; Karli Frohling, HDR Engineering; Vicki Twerdochlib, HDR Engineering (phone), Daniel VanderVorst, HDR Engineering (phone); Cody Mattson, Morton County Emergency Manager and Andy Zachmeier, Morton County Commission.

The minutes of the August 23, 2022, Board Meeting were presented. Mitch Bitz made a motion to approve the minutes, seconded by Luci Snowden. Motion passed unanimously.

Monthly bills for September and the financial report for August 2022 were reviewed. Two additional invoices were added to the monthly bills for September - Ternes Outdoor Services and Dakota Fire Station. Mitch Bitz made a motion to approve the invoices and financial report, seconded by Ryan Jockers. Motion passed unanimously.

Vouchers approved for payment:

HDR Engineering, Inc.	General Engineering Services – Task Order 3 July 31, 2022 to August 27, 2022	\$3,877.50
HDR Engineering, Inc.	Flood Risk Design Phase 2 - Task Order 5 July 31, 2022 to August 27, 2022	\$84,327.50
HDR Engineering, Inc.	To 8 Levee System Section 408 Permit July 1, 2022 to August 27, 2022	\$1,552.50
Bravera Bank	Loan 64406201 Payment (Kist Property)	\$15,453.14
Mandan Plumbing & Heating	Repairs to Shop Toilet	\$134.39
City of Mandan	Gas	\$169.78
William Robinson	3 <sup>rd</sup> Quarter Salary	\$554.10
Mitch Bitz	3 <sup>rd</sup> Quarter Salary	\$461.75
Luci Snowden	3 <sup>rd</sup> Quarter Salary	\$277.05
Carol Beechie	3 <sup>rd</sup> Quarter Salary	\$1,092.31
Ryan Jockers	3 <sup>rd</sup> Quarter Salary	\$369.40
Ternes Outdoor Services	Spraying	\$4,321.51
Dakota Fire Station	Fire Extinguisher Check	\$33.00

**Memorial Highway Project Storm Water Management:** The Memorandum of Understanding (MOU) was received on July 25<sup>th</sup> and needs to be approved by the City of Mandan, Lower Heart WRD and the NDDOT. An executed document has not been completed by all parties as of this meeting. Project is still on track to start summer 2023.

**LHRWRD Maintenance Items:** Discussion on the long-term maintenance of the interior drainage system. The Board requested HDR to look at drainage areas to review how to improve or proceed with

future maintenance relief. The existing task order may need to be amended to include this work request.

**SWIF Update:** The 2022 Lower Heart River Levee Inspection meeting minutes were reviewed. The levee inspection team did not complete their inspection by the end of their time on Wednesday and may return in October to complete the Lower Unit inspection. Bill and Mitch were in attendance at the defriefing meeting. The Utility Guidance document was reviewed and discussed. The Board discussed proactively sharing this document with entities that may encroach on our levee and also with OneCall. The YCC levee survey data was discussed. Andy Zachmeier helped facilitate with Morton County the requested right of way information. Ron with Toman Engineering stated they have survey information on that section of the levee, but we do not know what kind of data they have. Karli will connect with Toman Engineering on getting that information. Karli has not received any update on the O&M Manual. Karli will reach out on the manual.

**Update on Mandan Flood Risk Reduction Plan:** Dennis Reep, HDR Engineering, provided an update (see Project Update – Phase 2 dated September 27, 2022). HDR submitted plans to BNSF for review and consideration. HDR hopes to set up a meeting with BNSF on October 11 or 12. Area 4 Spur Dike was able to eliminate seepage berm based on revised geotechnical information, resulting in significant cost savings. Section 408 Authorization Request should be submitted in October.

**Other Business:**

**Biwer:** Dan VanderVorst, HDR Engineering, heard back from Biwer on this property last night. Dan will get something more formalized and present to the Board.

**Financial:** Jim Neubauer is still estimating costs and confirming our numbers are correct. Legislative session starts in January and HDR will have something by the end of next month to present to state.

**BRIC Grant:** Discussion on the BRIC grant and whether or not we should apply again this year.

**Guage Information:** Invoice received for monitoring the gauges for the past year of \$5,360 and a contract to sign for the upcoming year. Information and invoice will be presented at the October meeting.

**Open Board Position:** No applications have been received to date. Applicant must reside in the Lower Heart River tax district to apply for a position on the board.

**BNSF:** Cody Mattson mentioned that Paul with BNSF is waiting to hear back from the Board regarding their emergency project. Cody will provide an update to Paul at BNSF.

The Board adjourned at 3:30 p.m. Next meeting is Tuesday, October 25 at 2 p.m.

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Chairman

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Secretary/Treasurer

## NOTICE OF MEETING

**TAKE NOTICE**, That a regular meeting of the Board of Managers of the Lower Heart River Water Resource District of Morton County, will be held on **Tuesday, October 25, 2022**, at 2:00 p.m. Central Time at the Veteran's Conference Room in the City of Mandan's Administration Building at 205 2<sup>nd</sup> Avenue Northwest, Mandan, North Dakota.

The agenda will include, but not limited to:

1. Roll call;
2. Reading, correction and approval of minutes of previous meeting;
3. Review of any business from previous meeting;
4. Receive petitions, protests and other communications;
5. Hearing reports of committees and department heads;
6. Report of Engineers with regard to pending and current projects;
7. Status of on-going construction of proposed improvements;
8. Discussion of special projects for levee repair and other projects;
9. Miscellaneous business

**Also: Receive and review accounts and payments of bills and other claims.**

Adjourn.

Dated this 10th day of October, 2022.

/S/ WILLIAM ROBINSON  
WILLIAM ROBINSON, CHAIRMAN

E-MAILED TO:  
William Robinson  
Mitch Bitz  
Ryan Jockers  
Luci Snowden  
Carol Beechie  
Dennis Reep, HDR  
Karli Frohling, HDR  
Morton County Auditor

MAILED TO:  
Andy Zachmeier, Morton County Commissioner  
Cody Mattson, Morton County Emergency Manager

Minutes of Meeting  
Of the Board of Managers  
Of the Lower Heart River WRD  
October 25, 2022  
2:00 p.m. – Veteran’s Room  
Mandan City Hall

Attendees: Bill Robinson, Chairman; Mitch Bitz, Manager; Luci Snowden, Manager and Carol Beechie, Secretary/Treasurer.

Also in attendance: Dennis Reep, HDR Engineering; John Cambridge, HDR Engineering (phone); Cody Mattson, Morton County Emergency Manager and Andy Zachmeier, Morton County Commission.

The minutes of the September 27, 2022, Board Meeting were presented. Lucy Snowden made a motion to approve the minutes, seconded by Mitch Bitz. Motion passed unanimously.

Monthly bills for October and the financial report for September 2022 were reviewed. Lucy Snowden made a motion to approve the invoices and financial report, seconded by Mitch Bitz. Motion passed unanimously.

Vouchers approved for payment:

HDR Engineering, Inc.	General Engineering Services – Task Order 3 August 28, 2022 to September 24, 2022	\$1,875.00
HDR Engineering, Inc.	Flood Risk Design Phase 2 - Task Order 5 August 28, 2022 to September 24, 2022	\$93,253.80
U.S. Geological Survey	Guages Joint Funding Agreement October 1, 2021 to September 30, 2022	\$5,360.00
Morton County Auditor	2022 Audit Fees	\$4,500.00
Bismarck/Mandan Tire Centers	Invoice #10001434	\$443.50
City of Mandan	Labor and Gas Charges	\$704.87
N.D. Tax Commissioner	ND State Taxes	\$40.00
Carol Beechie	Microsoft 365 subscription/office supplies	\$138.09

**LHRWRD Maintenance Items:** Leased tractor has been turned in for the season. Ongoing tree and weed growth are being worked on. Drainage west of town by Kahl’s was worked on with a brush cutter.

**Update on SWIF Plan:** Dennis Reep presented the SWIF Update prepared by Karli Frohling. The Utility Guidance document was provided on known and potential links to levee easement parties. HDR will reach out to contractors with Utility Guidance document to make them aware that Lower Heart has a process. Erosion in the Sunny Unit was noted during the inspection and Mitch Bitz will reach out to the Highway Department to discuss. Inspection of the Lower Unit has not been completed as of this meeting. Chairman Robinson will reach out to the Corps.

**Update on Mandan Flood Risk Reduction Plan:** Dennis Reep, HDR Engineering, provided an update (see Project Update – Phase 2 dated October 25, 2022). BNSF will require written documentation from FEMA that certification can be achieved without encumbering their operation and maintenance of the tracks.



BNSF will also require an agreement with LHWRD for construction of the project. An invoice has not been received from BNSF as of this meeting. Todd Joersz, NDDDES, has visited with FEMA and the request was for us to re-populate the grant application with the 2022 application information and have FEMA provide critique on what can be improved. Lucy Snowden made a motion to approve the reapplication process now and if new information becomes available to review at next month's meeting. Motion was seconded by Mitch Bitz. Motion approved unanimously.

**Other Business:**

Biwer: Communication has gone dark as far as getting back to Dan VanderVorst with HDR Engineering. Chairman Robinson will reach out to Dan VanderVorst and Jim Neubauer with the City of Mandan regarding doing a land swap.

Open Board Position: LHRWRD seeks board member for current board vacancy.

The Board adjourned at 2:55 p.m. Next meeting is Tuesday, November 22 at 2 p.m.

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Chairman

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Secretary/Treasurer

## NOTICE OF MEETING

**TAKE NOTICE**, That a regular meeting of the Board of Managers of the Lower Heart River Water Resource District of Morton County, will be held on **Tuesday, November 22, 2022**, at 2:00 p.m. Central Time at the Veteran's Conference Room in the City of Mandan's Administration Building at 205 2<sup>nd</sup> Avenue Northwest, Mandan, North Dakota.

The agenda will include, but not limited to:

1. Roll call;
2. Reading, correction and approval of minutes of previous meeting;
3. Review of any business from previous meeting;
4. Receive petitions, protests and other communications;
5. Hearing reports of committees and department heads;
6. Report of Engineers with regard to pending and current projects;
7. Status of on-going construction of proposed improvements;
8. Discussion of special projects for levee repair and other projects;
9. Miscellaneous business

**Also: Receive and review accounts and payments of bills and other claims.**

Adjourn.

Dated this 8th day of November, 2022.

/S/ WILLIAM ROBINSON  
WILLIAM ROBINSON, CHAIRMAN

E-MAILED TO:  
William Robinson  
Mitch Bitz  
Ryan Jockers  
Luci Snowden  
Carol Beechie  
Dennis Reep, HDR  
Karli Frohling, HDR  
Morton County Auditor

MAILED TO:  
Andy Zachmeier, Morton County Commissioner  
Cody Mattson, Morton County Emergency Manager

Minutes of Meeting  
Of the Board of Managers  
Of the Lower Heart River WRD  
November 22, 2022  
2:00 p.m. – Veteran’s Room  
Mandan City Hall

Attendees: Bill Robinson, Chairman; Mitch Bitz, Manager; Luci Snowden, Manager (phone); Ryan Jockers (phone) and Carol Beechie, Secretary/Treasurer.

Also in attendance: Dennis Reep, HDR Engineering; Karli Frohling, HDR Engineering; and Vicki Twerdochlib, HDR Engineering (phone).

The minutes of the October 25, 2022, Board Meeting were presented. Mitch Bitz made a motion to approve the minutes, seconded by Ryan Jockers. Motion passed unanimously.

Monthly bills for November and the financial report for October 2022 were reviewed. Mitch Bitz made a motion to approve the invoices and financial report, seconded by Luci Snowden. Motion passed unanimously.

Vouchers approved for payment:

HDR Engineering, Inc.	General Engineering Services – Task Order 3 September 25, 2022 to October 22, 2022	\$2,000.00
HDR Engineering, Inc.	Flood Risk Design Phase 2 - Task Order 5 September 25, 2022 to October 22, 2022	\$67,356.17
HDR Engineering, Inc.	To 8 Levee System Section 408 Permit August 28, 2022 to October 22, 2022	\$1,155.00
City of Mandan	Gas and Bobcat Charges	\$1,830.99
Bobcat of Mandan	Bobcat Repair Charges	\$437.21

**LHRWRD Maintenance Items:** Gates have been exercised up and down. Good headway was completed on the fall work with more work to be completed in the spring.

**Update on SWIF Plan:** On November 21<sup>st</sup>, Ron Manchester with Toman Engineering provided the right-of-way data points for the YCC portion of the Sunny Unit. HDR has been in contact with Angel Pletka of the USACE to ensure the contents of the submittal will meet USACE requirements. Toman Engineering is working on providing additional information for the survey data collected including: benchmarks, control points, survey datums and any easement information used.

HDR has prepared a checklist and a map of the critical area to provide to utilities and contractors. This information was shared with the utilities on November 21<sup>st</sup>. The board discussed having these requests run through the Planning & Zoning Committee and the city collecting a filing fee. The board discussed getting in touch with Andrew from the City on this and Karli will reach out to Andrew.

The Flood Manual will be updated to include the Risk Communication Plan from the Morton County Multi-Jurisdictional Multi-Hazard Mitigation Plan. The Morton County Floodplain will be revised pending project approval and will be added to the Flood Manual when available.

The NDDOT has been notified by Mitch Bitz regarding the Sunny Unit riverside erosion. The Board discussed establishing some monitoring locations at this location to determine the rate of erosion. Dennis Reep will check on cost share regarding bank stabilization program

**Update on Mandan Flood Risk Reduction Plan:** Dennis Reep, HDR Engineering, provided an update (see Project Update – Phase 2 dated November 22, 2022). All facets of 60% design are in internal QA/QC and being compiled for 408 and CLOMR submittals. Section 408 Authorization Request is being finalized. Anticipating that Section 408 submittal will be provided with EA.

A meeting will be held on December 14<sup>th</sup> with FEMA to discuss improvements to the BRIC grant application for submittal in 2023. The N.D. Department of Commerce is set to update Building Code policy that will potentially allow ND applications to score better. Plan to present request to Mandan City Commission to get permission to apply through the City on either December 6 or 20 City Commission Meeting.

Offer was relayed to the Biver family on downstream parcel. Waiting on official response from them. Proactively investigating a land swap with the City of Mandan as an alternative in Parcel 655513600. Substantially verified ownership of portions of Parcel 655513600 on southern end (City of Mandan). It appears the City owns the entire parcel as presented.

**Other Business:**

Open Board Position: LHRWRD seeks board member for current board vacancy.

The Board adjourned at 3:15 p.m. Next meeting is Tuesday, December 27 at 2 p.m.

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Chairman

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Secretary/Treasurer

## NOTICE OF MEETING

**TAKE NOTICE**, That a regular meeting of the Board of Managers of the Lower Heart River Water Resource District of Morton County, will be held on **Tuesday, December 27, 2022**, at 2:00 p.m. Central Time at the Veteran's Conference Room in the City of Mandan's Administration Building at 205 2<sup>nd</sup> Avenue Northwest, Mandan, North Dakota.

The agenda will include, but not limited to:

1. Roll call;
2. Reading, correction and approval of minutes of previous meeting;
3. Review of any business from previous meeting;
4. Receive petitions, protests and other communications;
5. Hearing reports of committees and department heads;
6. Report of Engineers with regard to pending and current projects;
7. Status of on-going construction of proposed improvements;
8. Discussion of special projects for levee repair and other projects;
9. Miscellaneous business

**Also: Receive and review accounts and payments of bills and other claims.**

Adjourn.

Dated this 13th day of December, 2022.

/S/ WILLIAM ROBINSON  
WILLIAM ROBINSON, CHAIRMAN

E-MAILED TO:  
William Robinson  
Mitch Bitz  
Ryan Jockers  
Luci Snowden  
Carol Beechie  
Dennis Reep, HDR  
Karli Frohling, HDR  
Morton County Auditor

MAILED TO:  
Andy Zachmeier, Morton County Commissioner  
Cody Mattson, Morton County Emergency Manager

Minutes of Meeting  
Of the Board of Managers  
Of the Lower Heart River WRD  
December 27, 2022  
2:00 p.m. – Veteran’s Room  
Mandan City Hall

Attendees: Bill Robinson, Chairman; Mitch Bitz, Manager; Alan Kemmet, Manager; Luci Snowden, Manager (phone); Ryan Jockers (phone) and Carol Beechie, Secretary/Treasurer.

Also in attendance: Dennis Reep, HDR Engineering; Karli Frohling, HDR Engineering; Jarek Wigness, City of Mandan and Jordan Singer, City of Mandan Building Inspector.

The minutes of the November 22, 2022, Board Meeting were presented. Mitch Bitz made a motion to approve the minutes, seconded by Alan Kemmet. Motion passed unanimously.

Monthly bills for December and the financial report for November 2022 were reviewed. Luci Snowden made a motion to approve the invoices and financial report, seconded by Ryan Jockers. Motion passed unanimously.

Vouchers approved for payment:

HDR Engineering, Inc.	General Engineering Services – Task Order 3 October 23, 2022 to November 26, 2022	\$2,083.75
HDR Engineering, Inc.	Flood Risk Design Phase 2 - Task Order 5 October 23, 2022 to November 26, 2022	\$58,919.20
Northern Plains Equipment City of Mandan	2022 Tractor Rental Gas Charges	\$4,950.00 \$343.25
William Robinson	4 <sup>th</sup> Quarter Payroll	\$369.40
Ryan Jockers	4 <sup>th</sup> Quarter Payroll	\$184.70
Mitch Bitz	4 <sup>th</sup> Quarter Payroll	\$277.05
Luci Snowden	4 <sup>th</sup> Quarter Payroll	\$277.05
Carol Beechie	4 <sup>th</sup> Quarter Payroll	\$1,092.31

**Update on SWIF Plan:** HDR has prepared a checklist and a map of the critical area to provide to utilities and contractors which was shared with the utilities on November 21<sup>st</sup>. The board discussed having HDR review these requests and what would be an appropriate fee to charge the utilities and contractors for their work. Dennis Reep, HDR Engineering, will reach out to Sean Fredricks who performs legal water work for the South East part of the state regarding what process they have in place and mirror what they have in place. Karli Frohling, HDR Engineering, is working with Andrew Stromme, City Planning, on the critical areas.

On November 21<sup>st</sup>, Ron Manchester with Toman Engineering provided the right-of-way data points for the YCC portion of the Sunny Unit. HDR has been in contact with Angel Pletka of the USACE to ensure the contents of the submittal will meet USACE requirements. Background data is still needed from Toman Engineering including: benchmarks, control points, survey datums and any easement information used.

Karli Frohling, HDR Engineering, will reach out to Brandon regarding the inspection report from 2022. Inspection reports are currently three years behind.

**Update on Mandan Flood Risk Reduction Plan:** Dennis Reep, HDR Engineering, provided an update (see Project Update – Phase 2 dated December 27, 2022). All facets of 60% design are in internal QA/QC and being compiled for 408 and CLOMR submittals. Section 408 Authorization Request is being finalized. Anticipating that Section 408 submittal will be provided with EA.

BNSF has located their buried utilities and they have been surveyed.

Offer was relayed to the Biver family on downstream parcel. Waiting on official response from them. Proactively investigating a land swap with the City of Mandan as an alternative in Parcel 655513600. Substantially verified ownership of portions of Parcel 655513600 on southern end (City of Mandan). It appears the City owns the entire parcel as presented.

A meeting was held on December 14<sup>th</sup> with FEMA to discuss improvements to the BRIC grant application for submittal in 2023. The N.D. Department of Commerce updated Building Code policy that will potentially allow ND applications to score better. Request was presented to the Mandan City Commission on December 20<sup>th</sup> to get permission to apply through the City. Will present to the City on January 3, 2023 to apply for FMA grant.

**Other Business:**

**Election of Officers:**

Chairman: Manager Mitch Bitz nominated Bill Robinson as Chairman. Motion was unanimously approved.

Vice Chairman: Manager Mitch Bitz nominated Ryan Jockers as Vice Chairman. Motion was unanimously approved.

Secretary/Treasurer: Manager Mitch Bitz nominated Carol Beechie as Secretary/Treasurer. Motion was unanimously approved.

**2023 Proposed Meeting Dates:** January 24, February 28, March 28, April 25, May 23, June 27, July 25, August 22, September 26, October 24, November 28 and December 26.

The Board adjourned at 3:00 p.m. Next meeting is Tuesday, January 24 at 2 p.m.

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Chairman

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Secretary/Treasurer