

Minutes of Meeting  
Of the Board of Managers  
Of the Lower Heart River WRD  
February 25, 2025  
2:00 p.m. – Veteran’s Room  
Mandan City Hall

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

Also in attendance: Dennis Reep, HDR Engineering; Karli Frohling, HDR Engineering; Dan Vander Vorste, HDR Engineering; Jim Froelich, Mayor City of Mandan; Cole Higlin, Mandan Park District Executive Director; Craig Sjoberg, Mandan City Commissioner and Jordan Singer, City of Mandan.

The minutes of January 28, 2025, Board Meeting were presented. Mitch Bitz made a motion to approve the minutes, seconded by Luci Snowden. Motion passed unanimously.

The minutes of February 19, 2025, Special Meeting were presented. Mitch Bitz made a motion to approve the minutes, seconded by Luci Snowden. Motion passed unanimously.

The financial report for January 2025 and monthly bills were reviewed. Chairman Robinson stated that the checking account incurred fraud this month and the account was closed. A new checking account has been opened. Alan Kemmet made a motion to approve the financial report and the monthly bills as presented, seconded by Mitch Bitz. Motion passed unanimously.

Vouchers approved for payment:

HDR Engineering, Inc.	General Engineering Services-Task Order 3 December 29, 2024 to January 25, 2025	1002	2,190.00
HDR Engineering, Inc.	Flood Risk Design Phase 2 – Task Order 5 December 29, 2024 to January 25, 2025	1003	39,221.75
Carol Beechie	Quickbooks Online Essentials Annual Subs	1004	702.00

**Board Resignation:** Luci Snowden, Manager, announced that she will be moving to Minnesota in May and submitted her resignation to the Lower Heart Board effective with her move.

**Operations and Maintenance:**

Manager Mitch Bitz stated that a verbal hiring offer has been presented to Colten O’Neill and that Colten will connect with Wendy at Morton County Human Resources when he returns from vacation. Mitch also announced that a tractor has been secured for the 2025 season.

**Update on Mandan Flood Risk Reduction Plan:** Dennis Reep, HDR Engineering, provided a written update for the board.

**Coordination:** HDR attended a meeting of the Mandan Parks and Rec board meeting on February 10<sup>th</sup> to clarify and finalize the Memorandum of Understanding.

Design: A further review of the redundant levee potential drainage routes if the DOT highway embankments would fail was completed, which indicates that FEMA could potentially map areas along Main Street west of the railroad underpass and areas within the trailer park as Missouri River floodplain. Therefore, the team is investigating potential options to create larger areas of fill such that FEMA would consider those low areas separate from the Missouri River.

Funding: HDR submitted a cost share request to the NDWSWC for golf course mitigations during construction on February 19<sup>th</sup>. Next steps are pre-commission meeting on March 20<sup>th</sup> and full NDSWC meeting April 10<sup>th</sup>. The flood plain permit has already been received back from the City of Mandan.

Another meeting to discuss cash flow will need to be held between the City of Mandan Finance team, HDR and Lower Heart.

Environmental/Permitting: A meeting was held on December 20, 2024, and February 11<sup>th</sup> to discuss the suggested elimination of the oxbow maintenance area(s) from the project which will enhance and expedite the permitting process. The board discussed the oxbow area and that maintenance work can still be completed, but not be a part of the FEMA project. The board concurred that the oxbow area should be a separate project but still coincide with the FEMA project.

Right of Way: Dan Vander Vorste presented documents for the Johnson ROW. Mitch Bitz made a motion to execute payment of \$91,694.80 to Scott A. Johnson for the Temporary Construction Easement and Permanent Easement as well as having HDR record these easements. Alan Kemmet seconded the motion. Motion passed unanimously.

Preliminary contact has been made with ND Parks, process reviewed with preliminary document discussion. Possible discrepancy with County GIS property boundaries. Meeting with Surveyor to verify Parks border and existing easement metes, bounds descriptions.

HDR stated that more funds will need to be allocated to Task Order 5 and information will be presented at the March or April Lower Heart Board meeting requesting these funds.

**Update on O&M and SWIF Plan:**

Karli Frohling, HDR Engineering, provided a written update for the board. The next deadline for a SWIF plan submittal is December 2025.

**Other Business:**

Farmland Lease for 2025: Chairman Robinson stated that he has placed an ad for the 2025 farmland lease. Information will be shared at the March Board meeting.

The Board adjourned at 3:30 p.m. Next regular meeting is March 25, 2025, at 2 p.m.

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Chairman

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Secretary/Treasurer