

DRAFT MEETING MINUTES
DEVILS LAKE BASIN JOINT WATER RESOURCE BOARD

Minutes of the regular monthly meeting held Wednesday, November 8th, 2023, Historical Meeting Room, Ramsey County Courthouse, Devils Lake, ND, and Online via GoToMeeting.

Chairman Dave Sateren called the meeting to order at 9:00 AM. Roll call of the counties was taken.

Cavalier County	Van Howatt (absent)
Eddy County	Mike Tweed
Nelson County	Dave Sateren
Pierce County	Floyd Slaubaugh
Ramsey County	Duaine Ash
Towner County	Randy Benson
Walsh County	Albin Jallo

APPROVE AGENDA:

Sateren asked if anyone had any additional items for today's agenda. **Benson made a motion to approve the agenda, seconded by Tweed, motion carried unanimously.**



APPROVAL of MINUTES:

Sateren asked if everyone had an opportunity to read the minutes from October 11th, 2023, and if there were any corrections or additions. Yaping Chi mentioned that in the minutes under Agency Reports under the Department of Water Resources, a minor change should be made from CPI to CIP. **Benson made a motion to approve the minutes of the October 11th, 2023, meeting with correcting CPI to CIP, seconded by Ash, motion carried unanimously.**

The financial report for the month was presented:

Frith acknowledged that he mistakenly printed out the September financials, however the October 2023 financials were emailed and included within the meeting packet, Frith also pulled up the financials on the big screen and on TEAM S for all to see. **Jallo motioned to approve the October 2023 financial reports, seconded by Tweed, motion carried unanimously.**

APPROVAL of MONTHLY BILLS for November 2023:

November 2023 Bills	Amount	Ck #
ND Water Users Association - 2023 Convention Sponsorship	\$1,250.00	4962
Pierce County Tribune - Annual Subscription Renewal	\$48.00	4963
Walsh County Press - Annual Subscription Renewal	\$40.00	4964
NDTC - Website Hosting	\$21.83	4965
Ramsey County Auditor - Wages & Withholding Taxes	\$5,301.61	4966
Ramsey County Auditor - Health Insurance	\$2,062.94	4967
Ramsey County Water Resource District (Copier Rent)	\$125.00	4968
Ramsey County Water Resource District (Administrative Assistance)	\$300.00	4968
Jeff Frith - Cell Phone Expense, Travel, and 3 months GoToMeeting	\$259.05	4969
Leevers -October Meeting Expenses	\$16.88	4970
Ramsey County Auditor: Rent	\$190.00	4971
Ramsey County Auditor - Postage	\$23.15	4971
Ramsey County Auditor: Telephone	\$55.49	4971
Creel Bay Digital - Invoice #35	\$1,375.00	4972
Intuit QuickBooks Online Monthly	\$45.00	ACH
 Total Admin	\$11,113.95	
 Total General Project		
Total	\$11,113.95	

Ash made a motion to pay the November 2023 bills; seconded by Slaubaugh. Motion carried unanimously.

OTHERS PRESENT:

Stacy Peters-Ramsey County WRD Office Manager. Online: Sindhuja Pillai-Grinolds, Yaping Chi, Jeff Trana, & Del Nordrum-Department of Water Resources, Julie Ellingson-ND Water Users Association. Other guests present: Paul Becker-Ramsey County Fair Board.

AGENCY REPORTS:

NATIONAL WEATHER SERVICE: Amanda Lee was unable to attend. She had provided her report to Frith, which he covered with the joint board.

ND GAME & FISH: No one in attendance or updates provided. Ash mentioned that someone has replaced Randy’s position & he will find out who the individual is.

NRCS: No one in attendance or updates provided.

US FISH & WILDLIFE: Dave Azure was unable to attend. He did provide Frith an email stating that White Horse Hill did receive some additional bison. In the email, Azure mentioned that business as usual.

AGENCY REPORTS CONTINUED:

DEPARTMENT OF WATER RESOURCES: Sindhuja Pillai-Grinolds, Yaping Chi, Jeff Trana, & Del Nordrum were in attendance online. Chi mentioned that on October 24th, the west outlet was shut down due to the weather. She mentioned up to this point, the west outlet was operating at 200cfs. Chi mentioned that for the season, the west-end outlet removed 60,700 acre-feet, and the east-end outlet removed 27,300 acre-feet, with a total of 88,000 acre-feet. She mentioned that paperwork had been signed for contractors to fix the east-end outlet. Chi mentioned that the CIP for the west-end outlet should be finalized this winter. The Joint Board congratulated Jeff Trana & Del Nordrum for being the DWR employees of the quarter; they oversee the day-to-day Devils Lake Outlet Operations. Frith shared a video with the joint board made by the Department of Water Resources for Devils Lake.

ND WATER ASSOCIATION: Julie Ellingson was in attendance online.

OLD BUSINESS:

2024 WATER STEWARDSHIP AWARD: Frith mentioned he did receive a nominee, Dick Johnson, who was nominated by Mike Grafsgaard & the City of Devils Lake. He said that he did invite Dick & his wife to the Awards Banquet at the water conference.

JOINT BOARD BYLAWS: Frith mentioned he talked with Sean Fredericks, an attorney with Ohnstad Twichell, and he mentioned he is still working on the Bylaws. He said Fredericks mentioned with SB2372 he needs more time and that he expects to have a draft done in December.

WEBSITE UPGRADE: Frith mentioned there have been updates done to the website. He said that the meeting minutes are published, the updated board members are listed, partner links updated, and other updates. The board members mentioned to have their cell phone numbers added to the website.

ANNUAL WATER CONFERENCE: Julie Ellingson mentioned there were some updates to the winter water conference. She mentioned Andrea Bowman, NDSU, will go through the Water Board Bible. It was developed in 1993 and updated in 2016, and very informational for water boards. Ellingson mentioned you can contact her at 701-425-0074 to see if you met the 3 year requirement as a water board member. She said she has a spreadsheet with this information. She also mentioned that the silent auction this year will be Wednesday starting at noon and ending at 5:30 PM. She mentioned for the hotel the contact is now Sandy.

RAMSEY COUNTY FAIR FOUNDATION: Paul Becker discussed the event center the Fair Board is looking to build. The joint board discussed their options for donating to this project. **Benson made a motion to approve a donation of \$15,000 for this year; seconded by Jallo. Motion carried unanimously.**

OTHER OLD BUSINESS: No other old business

NEW BUSINESS:

2024 PROJECTS: Frith discussed the Water Management Plan and to come up with a project plan. He mentioned with being able to conduct meetings by Zoom, Teams, Go To Meetings, etc that it may be a good idea to start up subcommittee meetings. The 4 subjects are Agriculture, Recreation, Fish & Wild Life and Economic Development. He said it was something for the joint board to move forward with.

MANAGER REVIEW: Ash mentioned that himself, Sateren & Howatt did discuss Frith's performance and they see at this time that he is meeting expectations. Ash told Frith to keep up the good work. Ash mentioned that they came up with a 10% pay increase, and this was unanimous. **Ash motioned to approve the 10% pay increase for Frith for 2024; seconded by Benson. Motion carried unanimously.**

UPCOMING MEETINGS: Frith mentioned that tomorrow he has a Pre-Commission meeting for the State Water Commission. He mentioned next week in Fargo that there is a USGC meeting. He had mentioned he was over in Nelson County on October 17th and participated in a tour through that county.

CORRESPONDENCE & MISCELLANEOUS: Frith mentioned correspondence is the precipitation and lake levels he emails out.

BASIN BOARD REPORTS:

Ramsey County: Ash mentioned that the water board had their meeting yesterday. They reviewed and gave updates on water complaints. He mentioned they need to repair a hole/culvert on Channel A. He mentioned that the Cavalier County Water Board did join them for a Joint Board meeting on Ramsey County Drain #10.

Walsh County: Jallo mentioned they had their meeting yesterday. He said they are looking at reassessments for drains that were taken care of by the Corr & Soil Conservation and they are now with the water board.

Eddy County: Tweed mentioned they had their meeting yesterday. He said they continue to work on the New Rockford Canal. He said they have discussed several different options and they continue to pay the engineering firm to come up with a solution. He said this canal was designed for irrigation and not draining.

Pierce County: Slaubaugh mentioned they met on Monday. He said they continue drainage west of Rugby. He said there is about a mile left.

Towner County: Benson mentioned they are still working on beaver dams. He said they get rid of a dam and the dam reappears a couple weeks later in a different spot. He said they continue figuring out how to get rid of the beaver. This problem is northwest of Rock Lake.

Nelson County: Sateren mentioned two weeks ago they met with Dave Azure & Brian Vose from Fish & Wildlife out at Lamb's Lake regarding flooding land. He said they meet with them again tomorrow. He mentioned that F&W did open up a culvert, but they don't want to keep it open all the time.

Cavalier County: Howatt was not present, no update provided.

MANAGER'S REPORT: Frith had no update to provide.

Meeting adjourned at 11:07 AM.

Approved December 7th, 2023:

Dave Sateren, Chairman

Jeff W. Frith, Manager

DRAFT