

**These are DRAFT minutes, subject to amendment before final approval by  
the Pembina County Water Resource District**

December 16, 2025

MINUTES OF THE MEETING OF THE  
PEMBINA COUNTY WATER RESOURCE DISTRICT BOARD OF MANAGERS  
WATER RESOURCE DISTRICT OFFICE, CAVALIER ND

Those present were Managers William Gunderson, Randall Emanuelson, Donald Kemp, Ted Juhl and LuAnn Kemp, secretary. Attorney Robert Fleming also present. A motion was made by Randall Emanuelson, seconded by William Gunderson, by vote unanimously carried to approve the minutes of December 2, 2025. A motion was made by William Gunderson, seconded by Ted Juhl, by vote unanimously carried to approve the minutes of December 8, 2025.

A motion was made by Ted Juhl, seconded by Randall Emanuelson, by vote unanimously carried to request additional \$200,000 on the 2025 operating loan to allow for year end bills to be paid while waiting for reimbursement from the ND SWC, RRJB and ND DES.

A motion was made by Randall Emanuelson, seconded by William Gunderson, by vote unanimously carried to approve the Change Order #1 for the Renwick Dam Safety Improvements.

A motion was made by William Gunderson, seconded by Ted Juhl, by vote unanimously carried to approve the Change Order #1 for the Drain 78 FEMA Repairs.

A motion was made by Randall Emanuelson, seconded by William Gunderson, by vote unanimously carried to approve the bills as presented:

14340	LuAnn Kemp	117.60
14341	Pembina County	54.12
14342	Kendall Construction	25,603.65
14343	ND State Auditor	6,257.62
14344	Tunheim Construction	297,378.50
14345	Apex Drainage	219,530.65
14346	Quill	122.49
14347	ND Water Users	1,680.00
14348	Kendall Construction	19,000.00
14349	Pembina County Highway	132,000.00
14350	Pembina County Highway	122.50
14351	Cavalier Chronicle	135.28
14353	Helm Enterprises	7,507.00
14352	Ted Juhl	1,567.78

Manager Kemp and Manager Gunderson discussed the traps on Drain 82. There was damage to the furthest south trap which has been closed by Manager Kemp. Discussion on the position of the traps south of the highway.

The dams are currently drawn-down for winter. Levels will be monitored.

Discussion on the Red River Basin Commission meeting to be held in Winnipeg. No meeting will be scheduled for January 13, 2026 to allow for members to attend.

Attorney Fleming reported he is currently researching the definition of drainage activities in regards to the drainage permit considerations. Discussion on Drain 62R including possible removal of drain berm in Section 28. ROW easements will be reviewed at the next meeting.

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Zach Herrmann and Mike Ferrie -Houston Engineering arrived at this time.

The board met with the Pembina County Commission with updates. Commission indicated a desire to explore snagging and clearing in 2026-2027 and is willing to help with cost to bring the project to hearing. Discussion on timing of the project, drone flight, and locations of priority. Ferrie discussed the failing liners on Olga Dam and the plan to have the ND SWC Dam Safety inspect all the dams with similar liners in Summer 2026. The Emergency Action Plans are nearly complete and undergoing final review. Drain 78 FEMA is complete which is final project for 2023 FEMA.

Attorney Fleming left at this time.

Houston Updates as follows:

- Ferrie discussed the potential additional change order for the staff gauges at Renwick Dam.
- Herrmann reviewed the Johnson Farms watercourse determination findings that were received during the meeting. NO action was taken.
- Bourbanis/Herzog Dam – data has been collected
- Tongue River dam inspections – an estimate and potential cost-share will be developed to inspect and investigate repairs on the slip liners on the Tongue River Dams
- Olga Dam – Houston will review the elevations and bring together an estimate for soft-bid package to repair the erosion and low area on the road
- Drain 5 – hearing is scheduled for January 6, 2026
- Drain 64 – estimates for the Enbridge and Minkota PowerStation crossings will be presented in January
- ND DOT SOV Letter – A motion was made by Ted Juhl, seconded by Randall Emanuelson, by vote unanimously carried to send a letter to ND DOT to request that specifications and design be provided to the board for review with assistance from Houston Engineering and that the crossings be set at adequate elevation to allow drains for function properly.
- Drain 67E – discussion on the elevations and the priority of the south mile of Drain 67E; discussion followed on the funding and ability of drain to fund the project
- Drain assessment – Ferrie discussed the initial findings; managers were given paper maps to review for discussion in January with priority of Drain 55 and Drain 13.
- Drain 67A culvert inventory is complete; a table of the results will be provided in January to plan for repair project.

Larry McCollum and Vince Reilley – City of Crystal met regarding options for the Crystal City Dam. The city is wanting to explore ways to make the area more recreational through an Outdoor Heritage Grant. Herrmann will prepare an estimate for the city to review. The city is aware that they are current owners of the dam.

Attest:

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LuAnn Kemp, Secretary

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Donald Kemp, Chairman