

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

December 2, 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 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 November 25, 2025.

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

14330	United Valley Bank	21,178.57
14331	William Gunderson	606.88
14332	LuAnn Kemp	5,395.97
14333	Pembina County	2,926.65
14334	United Valley Bank	95,000.00
14335	Fischer Land Surveying and Engineering	19,995.60
14336	Houston Engineering	229,049.83
14337	Donald Kemp	1,058.70
14338	Randall Emanuelson	1,054.64
14339	Richard Kendall	1,662.30

The board reviewed the draft of the 2024 Audit. Discussion held on the lateness of the report and options for upcoming audits.

A motion was made by Randall Emanuelson, seconded by William Gunderson, by vote unanimously carried to add Devon Johnson – Pembina County Highway to the agenda.

Devon Johnson – Pembina County Highway met with the board regarding project updates.

- Olafson vs Shephard/Pembina County Highway complaint – Johnson reported that he had received the streamcrossing report from KLJ. He will meet with Olafson's regarding the results and options.
- Fritz vs Volk complaint – Johnson has been unable to meet with the parties. The board set a deadline of February 1, 2026 for an agreement or the board will complete the investigation and issue an order.
- Prigge Bridge – 153rd Ave south of Hwy 66 on Drain 67A, work is complete, contractor to bill the County and WRD will reimburse the county for the drain's 60%

Dutch Fleming and Alex Cull arrived at this time.

The board reviewed outstanding complaints.

- Fleming vs Voecks/Burlington Northern – the complaint is not within the ND DOT ROW, discussion on the Drainage permitting requirements from the NDDWR which indicate removing culvert alone does not constitute a drainage permit, an inquiry to the NDDWR may be completed to discuss the language and what additional drainage work entails. BN had indicated a possible sale; however, no action has been completed.
- Johnson Farms vs Johnson Farms – engineering estimate from Houston Engineering was approved by Mr. Johnson via Attorney Gibbens.

December 2, 2025
MINUTES OF THE MEETING OF THE
PEMBINA COUNTY WATER RESOURCE DISTRICT BOARD OF MANAGERS
WATER RESOURCE DISTRICT OFFICE, CAVALIER ND
Page 2

- Johnson Farms vs Gap (natural watercourse) – request for watercourse determination was sent in July 2025 – no response from NDDWR at this time
- Gapp vs Thompson (Johnson Farms) – deadline for completion of the order was October 15, 2025 however site conditions currently do not allow

A motion was made by Donald Kemp, seconded by Randall Emanuelson, by vote unanimously carried to appoint William Gunderson as our voting delegate for the ND Water Resource annual meeting.

The board reviewed the request from the City of Crystal regarding the Crystal City Dam. A meeting will be set for early January to discuss the history and request with the City of Crystal.

Manager Gunderson reported that the Drain 82 gates have been closed. Also reported that the Texas Crossing on Drain 74 has been completed.

Manager Kemp requested the ND DOT SOV letter be placed on the December 16, 2025 meeting.

A motion was made by Randall Emanuelson, seconded by William Gunderson, by vote unanimously carried to open Renwick Dam for the fall draw-down.

A special meeting will be scheduled for December 8, 2025 to review the RFQ submittals. No meeting will be held December 9, 2025 to allow attendance at the ND WRD meetings in Bismarck.

Attest: _____
LuAnn Kemp, Secretary Donald Kemp, Chairman