

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

November 18, 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 - electronically, and LuAnn Kemp, secretary. Attorney Robert Fleming also present. A motion was made by William Gunderson, seconded by Randall Emanuelson, by vote unanimously carried to approve the minutes of November 12, 2025.

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

14325	11/18/2025	William Gunderson	803.81
14326	11/18/2025	Pembina County Highway	10,291.96
14327	11/18/2025	Northeast Regional Water	82.50
14328	11/19/2025	Quill	213.34
14329	11/19/2025	Pembina County	59.73

A motion was made by William Gunderson, seconded by Randall Emanuelson, by vote unanimously carried to amend the agenda to include Culvert Request for Bill Kemp and Under 80 Tile Notification for Tyler Cameron.

The board reviewed the culvert request in Section 2-160-52 and issued no comment.

The board reviewed the Notification of Tile project under 80 Acres in the NE ¼ Section 27-160-55.

A motion was made by Randall Emanuelson, seconded by Ted Juhl, by vote unanimously carried to approve the M. Ridley tile permit for a 154-acre drain tile system in NW ¼ section 17-162-55 with the following conditions on the permit:

1. that Applicant install and maintain erosion protection at any and all outlets
2. that Applicant install and maintain erosion protection or other ditch stabilization materials at any and all outlets into Pembina County's highway right of way/NDDOT's highway right of way.
3. that Applicant install and maintain erosion protection at any and all outlets
4. that Applicant re-establish any areas disturbed installing or maintaining Applicant's tile system.
5. that Applicant will not install Applicant's tile system within 20 feet, on either side, of any rural water lines of North Valley Rural Water District
6. that Applicant must turn off any pump outlets and otherwise close all outlets during "critical flood periods," as determined by the Pembina County Water Resource District.
7. that Applicant must apply for an amendment to SUBSURFACE WATER MANAGEMENT PERMIT in advance of any proposed alterations to outlet locations, the addition of any outlets, or improvements or modifications to the tile system that could increase the capacity or drainage area of the tile system.
8. that Applicant remove silt or vegetation, or repair erosion or scour damages directly caused by Applicant's tile system, but only up to one mile downstream from the project outlet

Kendall Gemill met with the board regarding concern over the language in October 10, 2025 minutes. Discussion followed on the reasons including for the request for subcontractors on the brushing project for W2, W3 and Drain 51/51b which included wanting to finish project quicker and potential for adverse weather. Project has been completed and is satisfactory.

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Gemmil reported the trashrack for Olson Dam is complete and has been installed. Olga's trash rack is being manufactured and will be installed soon.

Zach Hermann and Mike Ferrie -Houston Engineering arrived.

Lyle Johnson by Phone, Attorney Bruce Gibbons and Dan Fischer- Fischer Land Surveying and Engineering met with the board to discuss the Johnson Farms vs Johnson Farms complaint in Sections 35 and 36-164-54. Johnson indicated he is currently cleaning up the property and requests the board to set the elevation for the property. Discussion followed on the 2001 dike complaints. Houston Engineering will provide an estimate for the board's approval at the next meeting. Johnson will also be provided the estimate as he will be required to pay the Houston Engineering bill. Fischer requests that he be on-site during any site work by Houston Engineering.

The board met with the Pembina County Commission. Updates were given on the failing conduit liner at Olga Dam, the completion of the bank erosion repair at Renwick Dam, the progress on the Emergency Action plans, and the discussion at RRJB regarding the increased maintenance/repair needs at the NRCS dams in the basin.

Attorney Fleming left at this time.

Houston Engineering provided updates on projects:

- Renwick Dam – construction is nearly complete, should be finished by the end of the week
- Drain 78 – the change order approved last week was signed, work is going well
- Drain 5 – the board reviewed the proposed crossings and will keep all in the plan for now, spoil location will need to be determined. Herrmann presented the benefits received by the proposed project, and that an even assessment across the benefitted area will likely not exceed the stated benefits per parcel. A motion was made by Ted Juhl, seconded by Randall Emanuelson, by vote unanimously carried to proceed with an even assessment not to exceed the stated benefits on parcels within the Drain 5 assessment area as the benefit determination for all parcels is met with the even assessment.
- Drain 67E – Manager Emanuelson reviewed elevation data he had collected, further discussion will be held
- Drain 64 – project will be picked back up in 2026 to pursue cost-share from Enbridge and Ottertail
- Drain 4 – the distance in the channel is too short to add additional rock drops, discussion on the possibility of doing a sheet pile across the drain to help control velocity and drop
- Olga Dam – discussion on the erosion of the bank areas and the outlet pipe, Karin Goff -Dam Safety will be contacted regarding the frequency of inspections and the recent inspections results for all of the dams since the same liner was also installed in Bourbanis, Herzog, Morrison, Olga, Olson, Wieler, and Goeschke dams in 1984.
- Tongue River Cutoff – NRCS was contacted regarding options for the EWP parcel along the cutoff

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- Drain 67A – culvert field work survey work is complete, will have project proposal in December
 - There is a beaver dam in Drain 67A that may need removal – beaver dams were also reported in Drain 66 and Drain 13
- Drain assessment – maps will be provided in early December for board review prior to the December meeting
- Herzog/Boubanis rehabilitation plan – field work is underway, request to drawdown Herzog for survey work – A motion was made by William Gunderson, seconded by Randall Emanuelson, by vote unanimously carried to begin fall draw downs of the dams as soon as the Renwick project allows.
- EAP's – locally available resources were reviewed.
- Annual Review of services from Houston Engineering was completed. Discussion on timing of projects and ways to be bidding earlier in the summer.

Attest:

LuAnn Kemp, Secretary

Donald Kemp, Chairman