

Renville County Water Resource Board

Minutes of RCWRB Regular Meeting, July 14, 2025, held in the Community Room of the Renville County Courthouse, 205 Main Street East, Mohall, North Dakota.

Present:

Chair Peter Gates

Vice Chair Dan Steinberger

Manager Guy Solemsaas

Attorney Kale Van Bruggen (via video conference)

Engineer Jennifer Malloy (via video conference)

Treasurer Victoria Klingbeil-Trout

Meeting called to order by Chair Peter Gates at 9:00 a.m.

Chair Gates called for corrections or additions to the agenda. Chair Gates asked to add “Draft 2026 Budget” and “Scophammer Dam” as an item of New Business. Hearing no objections, and no further corrections or additions, the Chair declared the agenda approved as amended.

No members of the public were present for the open mic portion of the agenda.

The minutes of the April 14, 2025, regular meeting and June 24, 2025, informational meeting were reviewed. Vice Chair Dan Steinberger moved to approve the April 14, 2025, and June 24, 2025, meeting minutes as presented. Manager Guy Solemsaas seconded. After discussion, the motion carried.

Treasurer Victoria Klingbeil-Trout presented the bills for approval by the Board and reported the income since the last meeting. Vice Chair Dan Steinberger moved to approve payment of bills as presented. Manager Guy Solemsaas seconded the motion. Roll call vote: Chair Peter Gates – aye, Vice Chair Dan Steinberger – aye, Manager Guy Solemsaas – aye. Motion carried.

Treasurer Victoria Klingbeil-Trout reported the account balances as of June 30, 2025, as follows: \$18.65 in the Drain No. 1 Bond fund; \$26.17 in the Checking Account; and \$31,757.05 in the Savings Account. Treasurer Klingbeil-Trout presented a draft 2026 Budget for the Renville County Water Resource District. The Board will review the draft during New Business. The Board will hold a public hearing on the draft 2026 Budget between September 7 and October 7, 2025. Vice Chair Dan Steinberger moved to approve the Treasurer’s Report. Manager Guy Solemsaas seconded the motion. After opportunity for discussion, the motion carried.

Old Business:

Culvert – Section 22/23, T158N, R86W: Chair Peter Gates reported that the crossing between Section 22 & 23, Township 158 North, Range 86 West, Renville County is still on the Township’s list to correct. Farden Construction will be the contractor. The consensus of the Board was to

keep this item on the agenda as Old Business until Farden Construction has time to complete the work.

Culvert – Section 12/13, T160N, R87W (Ward County): Chair Gates reported that the Renville County Board of Commissioners notified him that the County is going to replace this culvert based on an order of the Road Supervisor. The consensus of the Board was to keep this item on the agenda as Old Business until the County can complete the work.

White Ash Township/Poppinga Dike – Section 10, T158N, R86W: Vice Chair Dan Steinberger reported that the Poppinga dike has been removed. The consensus of the Board was to remove this item from the agenda as the letter of complaint has been resolved.

New Business:

S.B. 2180 Public Comment Rules Policy: Attorney Kale Van Bruggen (Rinke Noonan Law Firm) reported on a draft policy relating to public comments at the Board's regularly scheduled meeting to comply with the requirements of S.B. 2180 (2025). Manager Guy Solemsaas moved that the draft Public Comment Rules for Regular Meetings Policy (Policy No. 2025-01) shall be approved and that Chair Gates and Secretary Van Bruggen shall be authorized to sign the Policy on behalf of the Renville County Water Resource District. Manager Vice Chair Dan Steinberger seconded the motion. After opportunity for discussion, the motion carried.

Records Digitization & Disposal: Chair Gates reported that there are a couple of cabinets in the Courthouse basement marked "Water Board." The Board discussed whether to digitize these records, review & organize or categorize these records, and whether to dispose of any records. Attorney Van Bruggen reported on the obligations set by the state record administrator when it comes to disposal of water resource district records. Minimum retention periods are set by the state records administrator, depending on the record type. Some retention requirements are specific to water resource district records and others are general requirements that apply to any subdivisions of counties, including water resource districts. Certification of records disposal is required annually on September 1.

Chair Peter Gates reported that Treasurer Klingbeil-Trout is going to review the cabinets and pull out and set aside accounting records that have exceeded the retention period.

2026 Budget: The Board reviewed and revised the draft 2026 Budget as presented by Treasurer Klingbeil-Trout. Vice Chair Dan Steinberger moved to approve the preliminary draft 2026 Budget as revised, and to authorize Secretary Kale Van Bruggen (Rinke Noonan Law Firm) to publish notice of the budget hearing in the Renville County Farmer. Manager Guy Solemsaas seconded the motion. Roll call vote: Chair Peter Gates – aye, Vice Chair Dan Steinberger – aye, Manager Guy Solemsaas – aye. Motion carried.

Scophammer Dam – Sections 4/5, T158N, R85W: Vice Chair Dan Steinberger noted that the Scophammer Dam should be inspected by the District. The Dam is located between Sections 4 &

5 of Plain Township. Engineer Jennifer Malloy (Apex Engineering) noted that this is a low head dam. Apex Engineering will obtain the records from the ND Department of Water Resources and review them before the next meeting. The Board may add funds to the budget for inspection and repairs before the budget is approved at the October special meeting.

Items for Discussion and Information:

October 2025 Calendar: Due to the budget being due on October 7, the October 14, 2025, Board meeting needs to be rescheduled to occur before October 7. Consensus of the Board was to move the meeting up one week. Chair Gates reported that the October 14 meeting will be rescheduled to 9:00 a.m. in the Renville County Courthouse on October 6, 2025.

Letters of Complaint: No letters of complaint.

A motion to adjourn was made by Vice Chair Dan Steinberger. The motion was seconded by Manager Guy Solemsaas. On voice vote, the motion carried. Having completed all business on the noticed agenda, as amended, the Chair declared the meeting adjourned at 10:10 a.m.

Minutes approved by the Board on October 6, 2025.

Peter Gates, Chair

Kale R. Van Bruggen, Secretary