

**Unofficial Special Meeting Minutes
of The Walhalla City Council
Wednesday, July 22, 2026**

Mayor Jackson called the special meeting of the Walhalla City Council to order at 5:32 P.M., Wednesday, July 22, 2026 at City Hall.

Council Present: Dumas, Kalis, Carpenter, Horgan, Mathison.

Others Present: Chris Trupe, Kendra Trupe, Auditor Cook.

Motion by Mathison to authorize Chris Trupe to hire part-time help for the street crack sealing project at a rate of \$16.00 per hour. The applicant must be at least 16 years old, possess a valid driver's license, and be approved by the Municipal Services Committee prior to hiring. The position is not eligible for health insurance or retirement contributions. Second by Horgan. Roll Call: Carpenter, yes; Horgan, yes; Mathison, yes; Dumas, yes; Kalis, yes. Motion passed.

Motion by Horgan to adjourn the meeting. Second by Carpenter. All members present voted in favor of the motion. Motion passed. Meeting adjourned at 5:37 P.M.

Christopher Jackson, Mayor
Michael Cook, Auditor
(July 29, 2026)

+

**SECTION 00 11 13 – ADVERTISEMENT
FOR CONSTRUCTION BIDS**

OWNER: - - - Northeast Regional Water District (NRWD)

ADDRESS: - - - - - 13532 Hwy 5 West
Cavalier, ND 58220

Separate sealed Bids for construction of the **NRWD – 2026 Facility Expansion** project; will be received at the office of AE2S, 4050 Garden View Drive, Ste. 200, Grand Forks, ND, 58201, until 11:00 a.m., local time, on the 13th day of August, 2026 where and at which time shortly thereafter they will be publicly opened and read aloud.

Bids can be mailed to:
AE2S

Attn: Chris Clauson, PE
4050 Garden View Drive, Ste. 200
Grand Forks, ND 58201

The Work is comprised of up to two contracts one (1) General, one (1) Electrical, or one (1) Combination. Owner may award any of the following combinations of General, Electrical or Combination Bid.

Contract No. 1: General Construction:

Work generally includes all General construction associated with the Work

described in Contract No. 1 including removal and upsizing of interior facility piping; valves, meters, pressure sustaining valves, gate valves, butterfly valves, and associated fittings.

Contract No. 2: Electrical Construction:

Work generally includes all electrical construction associated with the Work described in Contract No. 1 including motor control centers; control panels, variable frequency drives; low voltage power panels and transformers, conduit, and wiring; instrumentation and control system conduit and wiring; control panels; lighting; and general power. Bidder will **NOT** provide control system programming.

**Contract No. 3: Combined General
and Electrical Construction:**

Work generally includes construction consisting of all Work described under Contracts No. 1 and No. 2.

All bids shall be contained in a sealed envelope plainly marked showing that such envelope contains a Bid for the Project. Also refer to Section 00 21 13 for preparation of bid information.

All Bids shall be prepared according to the Instructions to Bidders contained within the Project Manual. Each Bid shall be accompanied by a separate envelope containing a Bid Security in the form of a Bidder's Bond executed by the Bidder as principal and by a surety company authorized to do business in the State of North Dakota, payable to the Northeast Regional Water District, in a sum equal to five percent (5%) of the full amount of the Bid. The surety must be listed as a certified surety in the U.S. Department of the Treasury's Circular 570A. A certified check in lieu of a surety company in the amount of 5% of the total project cost will not be accepted. This is to serve as a guarantee that the successful Bidder will enter into a Contract within ten (10) days of Notice of Award, in accordance with the terms of the principal's Bid and Contractor's Bond as required by law and regulations and determinations of Northeast Regional Water District for the performances of such Work. Only Bids that are accompanied by such a Bond will be considered.

All Work shall be performed in accordance with the Bidding Documents on file in the Office of Northeast Regional Water District, Cavalier, ND where they may be seen and examined. Bidders must be licensed for the full amount of the Bid as required by North Dakota Century Code 43-07-05. Each Bid shall contain a copy of the Contractor's license or certificate of renewal thereof issued by the Secretary of State. All Bids must be

submitted on the Bid Form furnished by the Engineer. No Bid will be read or considered that does not fully comply with the above provisions and other provisions contained within the Bidding Documents, and any deficient Bid submitted will be returned to the Bidder unopened.

Each Bidder must possess a valid North Dakota contractor's license for the full amount of their bid, as required by N.D.C.C. § 43-07-07. Each bid must be accompanied by a copy of the Bidder's Contractor's License or Certificate of Renewal, issued by the North Dakota Secretary of State, and each license must be valid and dated at least 10 days prior to the date set for bid opening, as required under N.D.C.C. § 43-07-12.

The District will not read or consider any bid that does not include a proper Bidder's bond and contractor's license or renewal, as described above, and does not otherwise fully comply with the requirements of N.D.C.C. § 48-01.2-05.

Contracts shall be awarded on the basis of the low Bid submitted by a responsible and responsive Bidder deemed most favorable to the Owner's interest.

All Bids shall be contained in a sealed envelope plainly marked showing that such envelope contains a Bid for the Project. In addition, the Bidder shall place upon the exterior of such envelope the following information:

1. Project Name and Work covered by the Bidder (General).
2. The name of the Bidder.
3. Separate envelope containing Bid Bond, the Non-Collusion Affidavit, a copy of Contractor's License or Renewal Certificate.

4. Acknowledgement of all Addenda.
Bids shall be mailed to AE2S, 4050 Garden View Drive, Ste. 200, Grand Forks, ND 58201.

Complete digital project Bidding Documents are available at www.AE2S.com or www.questcdn.com. You may download the digital plan documents for Fifty Dollars (\$50.00) by inputting Quest project #10274198 on the website's Project Search page. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, downloading, and working with this digital project information.

Copies of the Bidding Documents may also be seen and examined at the office of the Engineer, **Advanced Engineering and Environmental Services, LLC**, 4050 Garden View Drive Suite 200, Grand Forks, ND 58201. The Bidding Documents are available in the form of printed plans and specifications and/or

electronic PDF's from Advanced Engineering and Environmental Services, LLC. The costs are \$100.00 for electronic PDF's and \$300.00 for printed documents, for each set of Documents obtained. Payment for Bidding Documents is **NON-REFUNDABLE**. All Work shall be done according to the Bidding Documents. Bidding Documents may also be examined at the offices of AE2S in Bismarck, Fargo, Williston, and Grand Forks, ND, and Maple Grove, MN; builders exchanges in Grand Forks, Bismarck, Minot, and Fargo, ND, and in Minneapolis, MN.

The work for each contract must be completed no later than the following:

Contract No. 1

- 1) Substantial Completion - - - - - May 1, 2027
- 2) Final Completion - - May 15, 2027

Contract No. 2 & 3

- 1) Substantial Completion - - - - - May 15, 2027
 - 2) Final Completion - - May 30, 2027
- All Bids will be made on the basis of cash payment for such work. After Bid opening, the Owner will return Bid security of all except the three lowest responsible Bidders. When the Contract is awarded, the remaining unsuccessful Bidder's Bonds will be returned. The Owner reserves the right to reject any or all Bids, and further reserves the right to award the Contract in the best interests of the Owner. The Owner reserves the right to hold the three (3) low Bids for a period of sixty (60) days after the date of the Bid opening to complete financial arrangements.

Dated this 7th day of July 2026.

By: /s/ Richard Bigwood, President
Northeast Regional Water District
(July 22, 29, August 5, 2026)

+

The following are "unofficial minutes" subject to change at the next meeting.

**BOARD OF PEMBINA COUNTY
COMMISSIONER'S PROCEEDINGS
www.pembinacountynd.gov
July 7, 2026 — 9:00 AM**

Board of Pembina County Commissioners met in the Commissioners Meeting Room of the Courthouse.

Chairperson Hardy called the meeting to order at 9:00 AM. Roll call: Patrick Hardy, Scot Becker, Blaine Papenfuss, Darin Otto, Andrew Cull. A quorum was declared.

Also, in attendance were: Zelda Hartje,

Kelly Cluchie, Maintenance; Devin Johnson, Highway Superintendent; and Jeff Daley, KLJ Engineering.

Motion made by Blaine Papenfuss and seconded by Scot Becker to approve the agenda. All voting in favor; motion carried.

The public comment section of the meeting started at 9:01 AM and closed at 9:17 AM.

Motion made by Scot Becker and seconded by Blaine Papenfuss to approve the June 16, 2026 meeting minutes. All voting in favor; motion carried.

Motion by Andrew Cull and seconded by Scot Becker to approve the raffle permit application for the Devon Grube Memorial Scholarship Fund. All voting in favor, motion carried.

A temporary liquor license for Byron's Bar for the tractor pull site at August the Deuce was discussed. Motion by Blaine Papenfuss and seconded by Andrew Cull to approve the temporary permit with a \$100.00 fee. All voting in favor, motion carried.

The resignation letter of Nikki Anderson was discussed. Motion by Darin Otto and seconded by Scot Becker to accept the letter of resignation with thanks for her service. All voting in favor, motion carried.

Motion by Darin Otto and seconded by Blaine Papenfuss to approve and have Chairman Hardy sign the certificate of local match for project BRC-0099(015) for bridge inspections. All voting in favor, motion carried.

Budget meeting dates discussed. Motion by Blaine Papenfuss and seconded by Darin Otto to set budget meeting date to July 21st at 1:00 pm. All voting in favor, motion carried.

The renewal of the state radio contract discussed. Motion by Andrew Cull and second by Blaine Papenfuss to accept and renew the contract with State Radio. All voting in favor, motion carried.

Kelly Cluchie discussed the social service building. He stated they have the door locked all the time but there are a county office and the JDA office in there so he is presenting they build a wall between the social service area and the other offices so only the social service area is locked at all times. There have been problems with people unable to get in to go to the highway office or JDA office because of the door being locked. Motion by Darin Otto and seconded by Blaine Papenfuss to install the wall at the social service building. All voting in favor, motion carried.

Jeff Daley with KLJ gave updates on various projects. The first was the

Highway 44 project. They are looking to start the Phase 2 part as well because of weather issues. They will maintain one lane of traffic during the day with flaggers and two lanes at night. This will help the progress of the project. Mr. Daley presented the second pay estimate of \$898,626.30 for approval. The timeline of the project was discussed. They are confident they will meet all timelines at this time. Motion by Darin Otto and seconded by Scot Becker to approve and sign the second pay estimate. All voting in favor, motion carried.

Pembina County 12 bridge project discussed. This will be starting today with a temporary bypass. They will need a 36-inch bend for the culvert to be extended into the county ditch so it stays in place, but is temporarily bypassed during the project. They have a completion date set as the end of October.

The two ER project sites by Leroy and Neche discussed. KLJ is having a preconstruction meeting today with Gowan.

Pembina County 3 box culvert project west of Hensel discussed. There will be a preconstruction meeting in two weeks with Gladen Construction. They are waiting for box culverts to be delivered but are looking to start at the end of July or beginning of August.

The 17-structure rehab project discussed. The pilings are in Kansas City and they are still waiting for them to finish the projects. The final items will only take a day or so to complete. The DOT would then have to come and inspect and approve for reopening.

Devin stated they will be in the area in July so hopefully they can do the inspection when they are already in the area.

RFP interviews for project CERP-FXS-3411(063) PCN 24086 discussed. KLJ was the only applicant. Motion by Blaine Papenfuss and seconded by Scot Becker to award KLJ the construction engineering award for the project. All voting in favor, motion carried.

The Commission reviewed the June payroll and claims. Motion made by Darin Otto and seconded by Blaine Papenfuss to approve the consent agenda as presented. All voting in favor, motion carried.

Motion made by Blaine Papenfuss to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 10:00 AM.

/s/ Patrick Hardy, Chairperson
Pembina County Board of Commissioners
ATTEST: /s/ Melissa Gapp,

Pembina County Auditor/Treasurer
(July 29, 2026)
+