

GARRISON DIVERSION CONSERVANCY DISTRICT

ENGINEERING & OPERATIONS COMMITTEE

**Garrison Diversion Conservancy District
Carrington, North Dakota
January 11, 2024**

A meeting of the Engineering & Operations Committee of the Garrison Diversion Conservancy District was held at the Garrison Diversion headquarters in Carrington, North Dakota, on January 11, 2024. The meeting was called to order by Chairman Tweed at 9 a.m.

MEMBERS PRESENT

Board Chairman Alan Walter
Committee Chairman Mike Tweed
Director Jeff LeDoux
Director Jim Pellman
Secretary Kip Kovar

MEMBERS ABSENT

Director Cliff Hanretty

OTHERS PRESENT

Staff members of the Garrison Diversion Conservancy District were present along with others. The registration sheet is attached to these minutes as Annex I.

The meeting was recorded to assist with compilation of the minutes.

READING OF THE MINUTES

Motion by Director LeDoux to dispense with a reading of the July 19, 2023, Engineering & Operations Committee minutes and approve them as distributed. Second by Director Walter. Upon voice vote, motion carried.

Motion by Director Walter to dispense with a reading of the August 22, 2023, Engineering & Operations Committee minutes and approve them as distributed. Second by Director LeDoux. Upon voice vote, motion carried.

2023 OPERATIONS & MAINTENANCE WORK PLAN REVIEW

McClusky/New Rockford Report - - Darren Murray, Superintendent, Operations & Maintenance (O&M), Garrison Diversion, provided a PowerPoint presentation as a review of the 2023 work activities performed by the O&M crew at the McClusky and New Rockford sites.

Slide Repair Update

Ryan Anderson, Engineer, Garrison Diversion, provided a PowerPoint update and shared photos, along with a drone video, of the slide repair and tunneling work along the McClusky Canal.

Approximately 7,000 loads of spoil were hauled in 2023 on the slide repair project, and total loads hauled were 150,000.

Approximately 120,000 cubic yards of spoil were moved in 2023, and total cubic yards moved were 2,600,000.

Approximately 95% of the spoil has been moved.

Mr. Anderson reported the drain installation process for the land adjacent to the slide repair project was completed in 2023. He also reported three of the four open cut installations for the trenchless crossings were installed with one left to complete this year.

Mr. Anderson stated through the end of 2023, about \$9.5 million or 54% of the \$17.5 million slide repair budget has been expended.

Remaining and ongoing work at the slide repair site are:

- Obtain agreements with adjacent landowners who wish to have wetlands dewatered
- Continue to clean out the water prism portion of the canal
- Install last drain and manholes for surface water drainage
- Riprap and gravel after earthwork is complete

Snake Creek Pumping Plant Report - - Mr. Anderson also provided a PowerPoint presentation as a review of the 2023 work performed at the Snake Creek Pumping Plant (SCPP), as well as a NAWS construction update.

Accomplishments at SCPP include:

- Snake Creek Projects and Updates:
 - Sump Pit Clean Up/Recoating
 - Sewer Pit Repairs
 - New Plant Security System
 - Lobby/Office Project
- 2023 Pumping Update
- 2023 Associated Facility Review Examination
- Game & Fish Dive Team – Intake Inspection
- Bureau of Reclamation Dive Team – Bridge Pier Inspection
- NAWS Construction Update

2023 pumping operations included 43,000 acre-feet from Lake Sakakawea to Lake Audubon.

OM&R ANNUAL WORK PLAN & BUDGET

Mr. Anderson reviewed the 2024 Operation, Maintenance and Replacement (OM&R) Work Plan dated December 20, 2023, which is submitted annually to the Bureau of Reclamation (Reclamation). The work plan lays out the work items for the year and the guidelines to be followed. It is split out into transferred and non-transferred projects. The primary portion pertains to the transferred projects, which includes the SCPP and the McClusky Canal Mile Marker 0 to 59. The non-transferred projects include the Lonetree Wildlife Management Area, Arrowwood National Wildlife Refuge, Jamestown Dam, New Rockford Canal, McClusky Canal Mile Marker 59 to 74 and McClusky Canal recreation. A copy of the work plan is attached to these minutes as Annex II.

Mr. Anderson commented the biggest work item for transferred works this year is to continue working with Reclamation on the NAWs demolition and construction at the SCPP.

Kip Kovar, Secretary, said the reason there are two separate categories for work plans and budgets is because payments are based on used capacity. If the dewatered section is not used, Garrison Diversion does not pay a portion of the maintenance. The first 58 miles of the canal is being used so Garrison Diversion pays three percent on the used portions.

Mr. Anderson referred to the estimated total budget, stating the 2024 OM&R budget is \$4.6 million.

Motion by Director Walter to approve the 2024 Operation, Maintenance and Replacement Work Plan & Budget. Second by Director LeDoux. Upon roll call vote the following directors voted aye: LeDoux, Pellman, Tweed, Vein and Walter. Those voting nay: none. Absent and not voting: Hanretty. Motion carried.

2024 DEVILS LAKE OUTLET WORK PLAN

Mr. Anderson presented the 2024 Devils Lake Outlet Work Plan. This lays out the work the Garrison Diversion O&M division assists with at the Devils Lake Outlets, including spraying, vegetation control and monitoring of pumping operations. A copy of the work plan is attached to these minutes as Annex III.

All work is coordinated and requested by the Devils Lake Outlet manager.

Motion by Director LeDoux to approve the 2024 Devils Lake Outlet Work Plan. Second by Director Walter. Upon roll call vote, the following directors voted aye: LeDoux, Pellman, Tweed, Vein and Walter. Those voting nay: none. Absent and not voting: Hanretty. Motion carried.

2024 E&O WORK PLAN & BUDGET

Mr. Kovar reviewed the committee's list of 2024 Engineering & Operations work items and budget. New items for 2024 are highlighted. A copy of the work plan and budget are attached to these minutes as Annex IV.

Motion by Director Walter to approve the 2024 Engineering & Operations Work Plan and updated Budget of \$4,678,118. Second by Director Pellman. Upon roll call vote, the following directors voted aye: LeDoux, Pellman, Tweed, Vein and Walter. Those voting nay: none. Absent and not voting: Hanretty. Motion carried.

2024 EQUIPMENT LIST

Mr. Kovar referred to the 2024 O&M Master Equipment List, which is provided for the committee's information.

SNAKE CREEK EMBANKMENT DAM SAFETY MODIFICATION STUDY

Mr. Kovar commented there are seepage issues with the Snake Creek Embankment and rather than fixing it, the Corps of Engineers is moving to some sort of operational change. The State of North Dakota, Department of Water Resources (DWR) and others have been pressuring the Corps to do a structural fix. The Corps is not really giving in to a structural fix, but they have found funds to do a conceptual design on a structural fix. Garrison Diversion is currently working with the Corps of Engineers and the DWR on a couple of options, which include a cutoff wall or berm blankets.

Mr. Kovar said Black & Veatch has been asked to provide the DWR and Garrison Diversion a presentation explaining the seepage problem, different failure modes and the advantages of a cutoff wall versus berm blankets.

OTHER BUSINESS

There being no further business to come before the committee, the meeting adjourned at 10:33 a.m.

(SEAL)

Mike Tweed, Chairman

Kip Kovar, Secretary

REGISTRATION

Engineering and Operations Committee
Garrison Diversion Conservancy District
Carrington, North Dakota
January 11, 2024

NAME	ADDRESS
Lisa Schaefer	Boeck
Mike Tweed	GDCD Tolma
JEFF LEBOUX	GDCD Cass County
Kimberly Cook	GDCD
Tef Dowbra	BTV
Ryan Anderson	GDCD
Darren Murray	GDCD
Sp Kay	GDCD
Paul Carlson	GDCD
Greg Bischoff	GDCD Barnes Co.
Tom Pellman	GDCD Sheridan Co.
Dane Andersen	GDCD - Pierce Co.
On Line:	
Nathan Kraft	

**GARRISON DIVERSION
CONSERVANCY DISTRICT**

**2024 OPERATION, MAINTENANCE,
and REPLACEMENT WORKPLAN
FOR TRANSFERRED WORKS**

December 20, 2023

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I. INTRODUCTION

A. PURPOSE

This document presents the Garrison Diversion Conservancy District's Annual Operation, Maintenance, and Replacement (OM&R) Workplan as required by the OM&R Transfer Contract 20XX620109. It details work schedules and procedures to ensure that all work performed by the Garrison Diversion O&M personnel will meet high quality standards.

B. ORGANIZATION

The Operation and Maintenance Division is an integrated portion of Garrison Diversion. The overall responsibility for the work performed by the O&M staff rests with Alan Walter, Chairman of the Board of Directors. The general operation is the responsibility of the General Manager, Duane DeKrey. The District Engineer, Kip Kovar, is responsible for the general O&M activity as needed. The General Manager is supplied with summaries of the work accomplished and other pertinent information and periodically provides input on various issues, including safety.

An O&M organizational chart is attached as Appendix A.

There is frequent communication between Darren Murray, O&M Superintendent, located in McClusky with the New Rockford office and Snake Creek Pumping Plant. These personnel work closely with the District Engineer and Staff Engineer in developing the workplan and in the overall coordination of work activities, especially safety and unforeseen or unscheduled activities. All of the O&M staff are encouraged to work closely with and input ideas to their supervisors to ensure that a cooperative and coordinated effort is being made to perform all required work efficiently, effectively and safely. A continual and genuine effort is being made to provide training in all aspects of the work effort and to utilize proper equipment and procedures to develop and implement an efficient and safe O&M program.

C. OPERATIONAL PLAN AND WORK SCHEDULE

Garrison Diversion will annually submit a detailed OM&R Workplan for Reclamation's approval. The workplan will include items to be completed for the Transferred Works and attached in Appendix C will be the workplan submitted by Reclamation for Other Project Works. However, it should be pointed out that this is a dynamic document that may change, depending on actual conditions encountered. All significant changes and activities will be closely coordinated with Reclamation. Before any major unscheduled work item is undertaken, specific plans, specifications and schedules will be submitted to Reclamation for concurrence and comments. Routine work will be performed in accordance with this annual workplan and transfer contract.

Bi-weekly accomplishment reports and schedules will be submitted to Reclamation.

Note: Transferred Works include Snake Creek Pumping Plant (SCPP), McClusky Canal O&M (MM 0-59), McClusky Canal ROW (MM 0-59), and Carrington Headquarters. Other Project works include McClusky Canal O&M (MM 59-74), McClusky Canal ROW (MM59-74), McClusky Canal Recreation, New Rockford Canal & Radio Towers, Arrowwood National Wildlife Refuge, Audubon National Wildlife Refuge, Lonetree Wildlife Management Area, Scattered Tracts, Jamestown Dam, and State and Tribal MR&I.

D. SAFETY PROGRAM

a. General

Garrison Diversion strives to develop and implement a comprehensive safety program. The Garrison Diversion Conservancy District "Safety and Health Program Manual" (Safety Manual) and "North Dakota Workers Compensation Bureau Risk Management Program" summarize many aspects of the safety program. Garrison Diversion has qualified over the past several years and is presently operating with a five percent discount granted by the North Dakota Workers Compensation Bureau.

All O&M employees have received a copy of the May 9, 2007, Safety Manual and are provided time and training to become familiar with its contents. Supervisors and employees are responsible for ensuring that safety is the number one priority. Personnel are receiving primary and advanced safety training as outlined in Appendix B. All operations will be performed in a safe manner, and safety violations will be documented and handled according to policies and procedures outlined in the Safety Manual. Judy Allmaras coordinates Garrison Diversion's overall safety program with as much of it as practical being delegated to the O&M and Carrington offices.

District employees will be guided by the following fundamental principles:

- Let no person think for even an instant that it is acceptable to set aside safe work procedures for personal convenience or to expedite a job.
- Let every person know that it is his/her responsibility to look for and eliminate hazardous working procedures or equipment.
- Let every supervisor and manager know that he/she is to be a model of a positive safety attitude at all times.

b. Job Safety Analysis

One of the best accident-prevention tools supervisors possess is the Job Safety Analysis (JSA). A JSA is a breakdown of the steps needed to safely accomplish a job, with each step being analyzed for associated hazards. Once hazards are identified, solutions can be developed to eliminate them and guard against potential accidents. JSAs are critical to the safety program and will be

developed and/or reviewed for each operation prior to initiating any work tasks. All employees involved in the work will participate in preparing the JSA. All JSAs developed previously will be reviewed and updated prior to performing a job. JSAs will be kept on file in each field office.

c. Training and Certification

Before employees are permitted to operate any equipment, they will be properly trained and certified to operate each piece required of them. Certification will be by Garrison Diversion personnel or other appropriate sources. No one will be permitted to operate any piece of equipment if not certified to do so. Records of operator certification will be kept on task training forms and maintained at the O&M offices.

Brake testing of equipment and heavy vehicles will be performed annually and vehicles certified to assure they are in safe operating condition from this viewpoint.

Bi-weekly reports will be provided to Reclamation, which includes work accomplished during the reporting period and scheduled work for the following period. Significant issues such as training, inspections, operator certification, brake testing and other issues will also be included.

Emergency action plans will be followed, as needed, as outlined in Section XVII of Garrison Diversion's Safety and Health Manual.

E. BUDGET AND FUNDING

The budget has been prepared for January 1 through December 31, 2024, in conformance with the workplan and is shown in detail in Appendix D.

II. ROUTINE AND SPECIFIC WORK ITEMS

A. GENERAL

The workplan is divided into two parts, routine and specific work activities. Section B below discusses the routine O&M work to be performed at each area. **This work is all considered high priority.**

Specific work activities, which have been identified during various field reviews are listed in section C under their respective location subheadings. **The priorities for these specific work activities are shown by each individual item.** The specific work activities are a comprehensive list for tracking purposes. Completion of these activities may not occur within the timeframe noted in this workplan. Any incomplete specific work activities will be reviewed with Reclamation annually and carried over into subsequent workplans.

All gravel, rock and soil materials will come from archeologically approved sources.

B. ROUTINE OM&R WORK for TRANSFERRED WORKS

a. Facility Maintenance

Activities performed under facility maintenance include; building and yard maintenance, facility surveillance, vegetation control, fence maintenance, O&M road maintenance, structure maintenance, slope stabilization and drain maintenance.

Garrison Diversion personnel will perform all maintenance of buildings and yards and provide janitorial services for all office, shop, and storage facilities at SPPP, McClusky Canal, and Carrington Headquarters.

Portions of the canal and other facilities are monitored for slides, erosion, drainage and other problems on at least a weekly basis. Some activities, such as reading wells and monitoring water elevations and flows, have specific schedules to follow to ensure that all drainage facilities are operating correctly and desirable water levels in the canals are maintained within reason.

Vegetation management along the canal includes several control methods such as aerial and ground spraying, mowing, grazing, burning, or other biological non-chemical control methods. An annual "Vegetation Management Report" is prepared by Garrison Diversion and submitted to Reclamation to report on past and future activities.

Activities along the canal such as repairing fence, cleaning or removing cattle guards, and other general right-of-way related maintenance are performed as needed.

Blading, vegetation control on roads, graveling when needed, filling holes, clearing material deposited from small landslides, and other miscellaneous maintenance items are performed as needed on the McClusky Canal (MM 0-59) O&M roadways. County roads will be mowed in accordance with county regulations.

Maintenance on all structures will be performed as required so that structures are unobstructed and in an operable condition, a master schedule detailing all structures and a schedule for inspecting each type of structure will be maintained. A schedule will be maintained for recoating structures and equipment to improve the life, safety, operating efficiency, and appearance of the structures and equipment. Inaccessible features (headworks, check structures, ND Highway 200 tunnel, and cross drains) were examined in 2022. Recommended to re-inspect the facilities by 2032.

Reclamation will conduct certified bridge inspections biennially on all Type I bridges, as specified in Reclamation's master bridge inspection schedule. Garrison Diversion will inspect the abutments on all bridges across the McClusky Canal (MM 0-59). Garrison Diversion will also annually inspect and clean the bridges on the McClusky Canal (MM 0-59) in Sheridan County, for which Reclamation holds the title.

Stabilizing the cut slopes on the McClusky Canal (MM 0-59) where slope failures have occurred and replacing beach belting where existing material has been eroded are continuing efforts. Repairing slope failures and implementing measures to prevent future failures are to be evaluated with Reclamation.

Obtaining field stone to be used for rip rap throughout the canal for slope stabilization and erosion protection is an ongoing work activity. Garrison Diversion acquires the field stone from landowners with field rock piles near project facilities and then stockpiles the rock on the canal ROW. The rock is screened to separate the soil and sort by size. The soil removed during the process is used as topsoil on other projects for reseeding.

Cleaning, removal, and replacement of buried pipe drains on the McClusky Canal will be completed in accordance with a master schedule. All pipe drains will be maintained in an operational basis and inspected regularly. All drains will be cleaned, as needed, to ensure flows are not obstructed.

b. Water Operations

Garrison Diversion will cooperate with Reclamation in the management and delivery of project water to various water users for various purposes, including but not limited to the Fish and Wildlife Service, North Dakota Game and Fish Department, park boards, irrigators, landowners and ranchers, for wildlife enhancement, recreation, in-stream flow maintenance, livestock watering,

water quality improvement, irrigation, and freshening of the canal and lakes. Monitoring and recording of water supplies, flows, elevations, deliveries, water quality, and other pertinent water operations information is accomplished periodically at numerous sites by the O&M staff at McClusky. All new requests for water are directed to Reclamation. Reclamation will issue and administer all water service contracts.

Garrison Diversion will operate SCPP as specified in the *LOU for interim Operations of Audubon Lake and COE's Snake Creek Dam and Lake Audubon Reservoir Water Control Manual*. Annual water reports will be submitted to Reclamation.

C. SPECIFIC WORK ITEMS TO BE PERFORMED

*** High Priority

** Medium Priority

* Low Priority

Note: Joint reviews required are in bold letters.

a. McClusky Canal (MM0-59)

1. Investigate why in-place envelope material is solidifying around O&M road buried pipe v-ditch drains. Buried drains have been in place in the v-ditches since the early 1980s.**
2. Monitor slides between MM 22-23 left and right, **Monitor any existing French drains in the area to determine whether they are functioning and rehabilitate them as necessary. This work is to be coordinated with Reclamation.****
3. **Work with Reclamation to evaluate the need to replace upper berm drains between MM 41 and 47 and south of the shop.****
4. Remove slides near MM 39-40 left. Side slopes will be flattened to a 2.5:1. **Specific plans are to be agreed upon with Reclamation.***
5. Install French drains where needed from MM 50-54.***
6. Repairs and maintenance at the McClusky shop. Including painting overhead doors on main shop, extend concrete aprons on south side of main building, evaluate the need to re-insulate the north wall and foundation of the shop.**
7. Conduct supplemental surveying of canal invert and structures along the canal.*
8. Analyze water operations including radial gates, MM 28 embankment, MM 52 plug, tunnel and MM 58 plug. Develop a feasibility level analysis for supplying water to the McClusky Canal for Alternative 6 (dredging a

canal), developed by the USACE, if reservoir elevation restrictions are placed on Lake Audubon.**

9. Re-set cross drain end section at MM 11 (station 641+76) that has separated.**
10. Repair beachbelting in Reach 1 where fabric is exposed.**
11. Re-set and repair separated cross drains end sections. **
12. Replace grease lines and connection to trunnions at MM 38 radial gate.**
13. Repair and/or reset the lower limit switch for the MM 38 left radial gate.**
14. Repair and/or reset the lower limit switch for the MM 55 right radial gate.**
15. Spot clean and recoat corroded areas of the MM 38 radial gates and arms.*
16. Spot clean and recoat corroded areas of the MM 55 radial gates and arms. Investigate the option to fully remove and recoat gates.*
17. Purchase equipment needed for O&M operations. Equipment to be purchased include (2) tandem axle trucks with dump boxes, 1-ton crew cab pickup truck with flatbed, and Vac/Jet Truck.

b. Snake Creek Pumping Plant (SCPP)

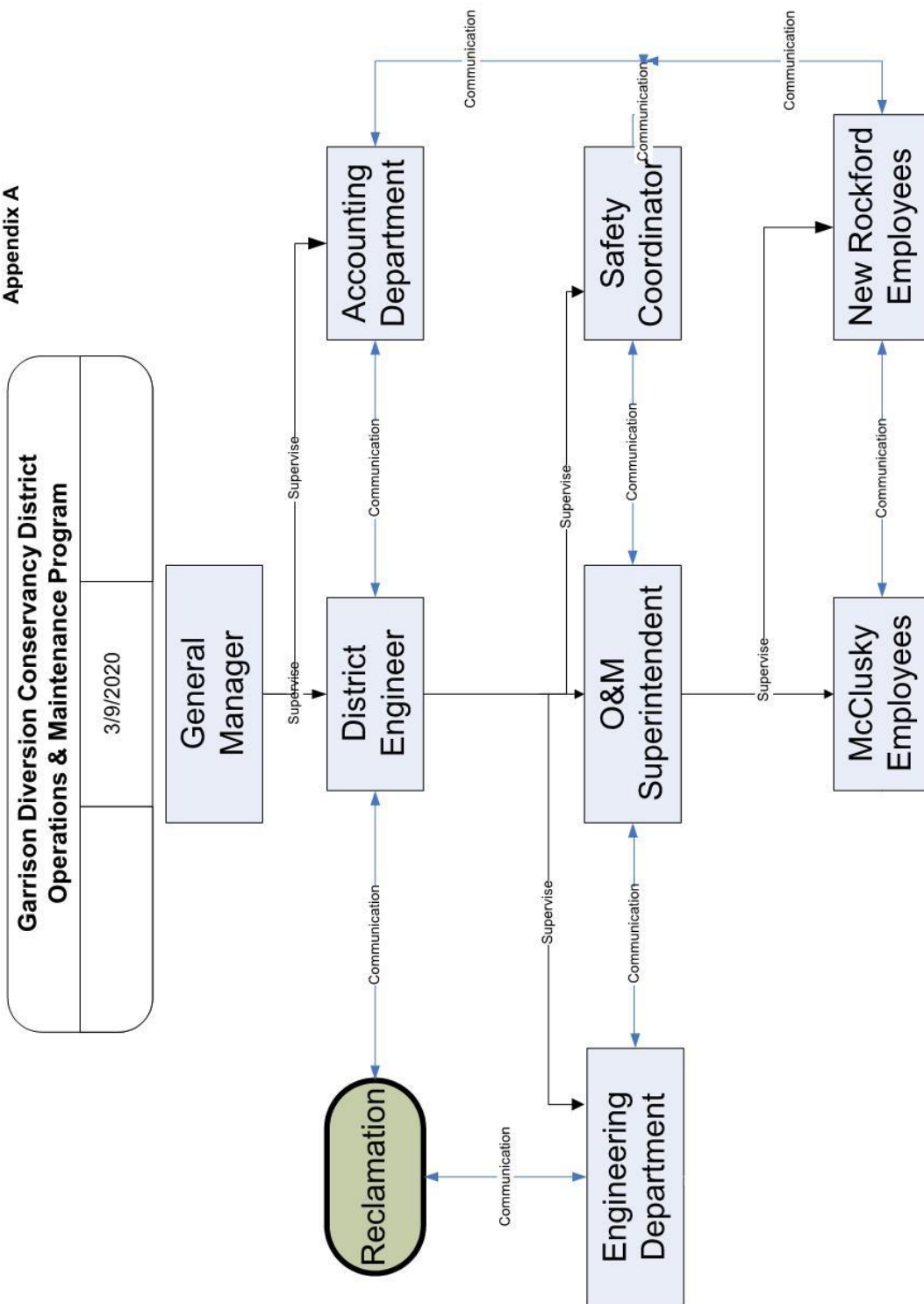
1. Inspect wall thickness of service water pipes. Replace as necessary.**
2. Prepare specifications and contract to recoat Unit #2 and #3 intake elbow from the intake gates to the pump bowl.***
3. Install wi-fi throughout the plant.**
4. Investigate replacing the Azone injection system and upgrading the plants domestic water to a potable system.**
5. Update domestic water tank level control system.**
6. Continue automating SCADA system.**
7. Recoat exterior of substation switchgear.***
8. Contact Siemens to program motor shutdown and high sump through security system callout.***

9. Install camera on west side of superstructure.*
10. Update Arc Flash study within facility.***
11. Replace pumps: (1) Fire Suppression, (1) Domestic Water, (1) Emergency Water.*
12. Perform DC ramp test and determine baseline for motor cables.***
13. Repair/replace outlet wing wall.*
14. Replace expired safety gear within plant.***
15. Investigate options for more maintenance shop storage.*
16. Insert bearing pad or other material to the cantilever support of the roof access platform on the left wall of the pumping plant.**
17. Cover the inlet stoplog seals to protect from UV exposure.**
18. Inject sealant into the leaking bridge pier cracks, and into the water seeping into the turbine pits and concrete joint along west wall of unit 3.***
19. Clean and recoat units 2 and 3 discharge pipe exteriors.**
20. Remove and replace caulking at joints of the metal roof and concrete wall sections.**
21. Clean, reseal, and recoat suction tube drain shutoff valve V253 for Units 1 and 2.
22. Recoat the areas of failed coating on the metalwork of the pumping plant escape access ladders and platforms in rooms 405 and 503 and vent shaft platform on level 4.**
23. Coordinate demo and construction of NAWWS intake. Assure safe working and facility security are implemented throughout the construction activities. Gather and store equipment and components that would be beneficial for future maintenance. Coordinate delivery and offload of components hauled to McClusky.***

D. MILESTONES AND COMPLETION DATES

Tasks	Milestones	Completion Date
1	Annual jetting of Jamestown relief wells	April 15
2	Complete 1 st quarter water operations report	April 30
3	Complete maintenance and repairs on equipment, pumping plants and distribution systems in preparation for yearly water distribution	May 1
4	Reach Lake Audubon summer target elevation	May 25
5	Water up pipe laterals and pumping plants for irrigation season	June 10
6	Complete hay auction	June 15
7	Complete spring blading of O&M roads	June 30
8	Sweep bridge decks	June 30
9	Complete 2 nd quarter water samples along the McClusky Canal	June 30
10	Complete water deliveries to FWS WDA's	June 30
11	Complete summer mowing of county and township road ditches	July 15
12	Complete 2 nd quarter water operations report	July 30
13	Complete fall blading of O&M roads	Sept 1
14	Complete annual noxious weed spraying	Sept 30
15	Annual inspection of bridge abutments	Sept 30
16	Conduct joint annual inspection of New Rockford and McClusky Canals	Sept 30
17	Complete 3 rd quarter water samples along the McClusky Canal	Sept 30
18	Complete fall mowing of county and township road ditches	Sept 30
19	Dewater and winterize pipe laterals and pumping plants	Nov 15
20	Complete annual vegetation management report	Dec 31
21	Submit annual water delivery summary	Dec 31

Appendix A



Appendix B

**GARRISON DIVERSION CONSERVANCY DISTRICT
MANDATORY ANNUAL SAFETY TRAINING**

Topic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1st Aid												
CPR												
Defensive Driving												
Skidsteer/Forklift												
Safety Attitude	X											
Cell Phone Safety	X											
JSAs	X											
Safety Conference		X										
Hearing Protection/Survey/Tests				X								
Eye Protection	X	X										
Head Protection	X	X										
Foot Protection	X	X										
Hand Protection	X	X										
Ladders, Slips, Trips & Falls			X									
General Safety Rules				X								
Drug/Alcohol/Medical				X								
Incident/Near Miss Reporting				X								
Health Physicals				X								
Pesticides				X								
Respirator/Fit Testing					X							
Hanta Virus/West Nile					X							
CPR/Bloodborne Pathogens					X					X		
Welding					X							
Compressed Gases					X							
Working Outdoors						X						X
Fire Protection/Mean of Egress/Emergency Plans						X						
Trenching/Excavation							X					
Lockout/Tagout Verifications							X					
Machine Guarding							X					
Hand/Power/Stationary Tools							X					
Hazard Communication/Materials/MSDS								X				
Ergonomics								X				
Housekeeping									X			
Scaffolding									X			
Rigging/Hoisting/Slings/Chains									X			
Electrical Safety										X		
Back Safety											X	
Carbon Monoxide											X	
Confined Spaces											X	
Ice/Winter Safety												X
Battery Safety												X
Asbestos												X
Painting												X
Miscellaneous Training												X

Appendix C

**GARRISON DIVERSION UNIT
OPERATION, MAINTENANCE, and
REPLACEMENT WORKPLAN
FOR OTHER PROJECT WORKS**

January 1, 2024- December 30, 2024

October 26, 2023

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I. INTRODUCTION

A. Purpose

This document presents Reclamation's annual operation, maintenance, and replacement (OM&R) workplan as required by OM&R Transfer Contract 20XX620109. It details work items presented to Garrison Diversion to be performed on Other Garrison Diversion Unit (GDU) Project Works, in addition to the Transferred Project Works.

B. General

Reclamation will annually submit an OM&R workplan listing work items for Other GDU Project Works to Garrison Diversion for consideration to complete. This is a dynamic document that may change, depending on actual conditions encountered. All significant changes and activities will be closely coordinated between Reclamation and Garrison Diversion. Before any major unscheduled work item is undertaken, Reclamation and Garrison Diversion will verbally concur on schedule and budget. Routine work will be performed in accordance with this annual workplan. Accomplishments will be reported to Reclamation along with accomplishment reports for the transferred works.

Other GDU Project Works included in this Workplan: McClusky Canal mile-marker (MM) 59-74, New Rockford Canal, Lonetree Wildlife Management Area, Jamestown Dam, Arrowwood and Audubon National Wildlife Refuge mitigation features, Scattered Tracts wildlife development areas, radio towers, State and Tribal MR&I, and McClusky Canal recreation facilities. Work and costs will be tracked separately for each facility by Garrison Diversion and fully reimbursed by Reclamation according to OM&R Transfer Contract 20XX620109.

The workplan is divided into two parts, routine and specific work activities. Section C below discusses the routine OM&R work to be performed by area. All routine work is considered high priority.

Specific work activities, which have been identified during various field reviews are listed in Section D under their respective location subheadings. **The priorities for these specific work activities are shown by each individual item.**

Garrison Diversion should track maintenance in a Facilities Maintenance Checklist. Joint OM&R reviews may be scheduled between Reclamation and Garrison Diversion to ensure work is being accomplished within agreed upon priorities, schedules, and budget.

C. Routine OM&R Work

a. McClusky Canal (MM 59-74) and New Rockford Canal

Garrison Diversion is to perform all maintenance of buildings and yards and provide janitorial services for all office, shop, and storage facilities at New Rockford.

Canals and associated facilities are to be monitored for slides, erosion, drainage and other problems on at least a weekly basis. Some activities, such as reading wells and monitoring water elevations and flows, have specific schedules to follow to ensure that all drainage facilities are operating correctly and desirable water levels in the canals are maintained within reason. On the New Rockford Canal, slides within the canal prism should be covered with gravel material available from Reclamation's cleared Lonetree gravel pit to protect O&M roads and to cover canal lining.

Vegetation management along the canals includes several control methods such as aerial and ground spraying, mowing, grazing, burning, or other biological non-chemical control methods.

Activities along the canal such as repairing and removing fence, cleaning or removing cattle guards, and other general right-of-way related maintenance are to be performed as needed.

Blading, vegetation control on roads, graveling when needed, filling holes, clearing material deposited from small landslides, and other miscellaneous maintenance items are to be performed as needed on the McClusky Canal (MM 59-74) O&M roadways to maintain at least one passable O&M road along the length of the canal. The New Rockford Canal O&M roads are to be maintained with chemical and mowing methods, with blading only as necessary. County roads are to be mowed in accordance with county regulations.

Maintenance on all structures is to be performed as required so that structures are unobstructed and meet current operational needs. A master schedule detailing all structures and a schedule for inspecting each type of structure is to be maintained. A schedule is to be maintained for recoating structures and equipment to maintain the life, safety, operating efficiency, and appearance of the structures and equipment.

Reclamation will conduct certified bridge inspections biennially on all Type I bridges, in accordance with their inspection schedule. Garrison Diversion is to annually inspect all bridge abutments within McClusky Canal MM59-75 and the New Rockford Canal. Garrison Diversion is to maintain McClusky Canal MM59-74 bridges markers, attenuation systems, and remove any gravel

from the bridge decks.

Cleaning, removal, and replacement of buried pipe drains in McClusky MM59-74 and New Rockford is to be completed in accordance with a master schedule. The schedule also includes jetting Jamestown Dam relief wells and toe drains. All pipe drains are to be maintained in an operational basis and inspected regularly. All drains are to be cleaned, as needed, to ensure flows are not obstructed.

Water operations on the McClusky Canal MM59-74 and New Rockford Canal are to be maintained in a dewatered condition as much as practical.

b. Radio Towers

Garrison Diversion is to maintain the towers, buildings, and grounds at Dogden Butte and Prophets Mountain radio tower sites. Noxious weed control and site security are to be performed at the Harvey, Jamestown, LaMoure, and Devils Lake sites.

c. Jamestown Dam

Garrison Diversion is to: jet clean the eight relief wells in the spring and fall; jet clean the horizontal drains and pipes in the spring; mow and spray the dam site area in late June and in mid-September; and remove snow as required to keep access in winter.

d. McClusky Canal Recreation

For areas open to the public, maintain lands and facilities necessary to provide minimum basic facilities to meet public health and safety standards, primarily in the Chain-of-Lakes Area. This includes routine maintenance of restroom facilities, boat docks, boat ramps, parking areas, camp sites, fire rings, signs, and garbage pickup. It also includes spraying noxious weeds and managing the vegetation, mowing parking areas and fire breaks. Standing operating procedures (SOP) have been developed for describing the facilities, O&M activities, schedules, and procedures. The SOP is reviewed annually and updated as necessary by Reclamation and Garrison Diversion.

e. Other GDU Project Works

Reclamation may ask Garrison Diversion to provide assistance on maintenance of other GDU Project Works as needed. This work is typically short-term projects, occurs unexpectedly, and is difficult to plan for. An example of this type of work item, which has occurred in the past, is setting-up emergency pumping operations for Tribal MR&I systems. Garrison Diversion has the equipment and personnel expertise to complete this work in the most efficient and economical manner without disruption to another OM&R work on GDU. In the event such work activities occur, they will be handled as unscheduled work activities and closely coordinated between Reclamation and Garrison Diversion.

D. Specific Work Items

*** High Priority

** Medium Priority

* Low Priority

a. McClusky Canal (MM59-74)

- Fix v-ditch at MM62L. ***
- Remove any trees within 100 feet from any canal embankment/fill areas. ***
- Inspect all cross-drainage siphons and culverts and re-set or grout end sections that have separated. **

b. New Rockford Canal

- Inspect and repair cross drain end sections that have separated from the conduits. *** (O&M Recommendation 2019-2-C)
It is suggested that two cables or bars be attached from the end section to the conduit to prevent separation from happening again.
- Repairs needed at the cross drain at MM28.5L. Resetting the inlet may not be possible. Repairs could include grouting, installing a metal plate or tie the inlet and the culvert with metal strapping.*
- Monitor the voids under abutments concrete pile caps of bridges NR1-7, NR1-8, and NR1-9. Add material to the bridge abutments in the canal prism that are exhibiting settling. It is suggested to fill to a 3:1 slope. Need to backfill the abutments of bridge NR1-12. Additional settlement has occurred at the previous grouted repair. *
- Repair pump No. 1 of the relief well located at approximate MM7.4 (station 389+80). - Pump has been installed, but

discharge pipeline within manhole needs repair. (O&M Recommendation 2019-3-A)*

- Woody vegetation should be sprayed or removed from within the prism of the canal and bridge prisms. ***
- Work with Eddy County (their request) to install culvert through canal along Hwy 281.*

c. **New Rockford Office**

- Adjust front door of office building to open and close freely.***

d. **Arrowwood National Wildlife Refuge**

- Replace wire connections to electrodes within the fish barrier culverts. *** West culvert upstream 2 electrodes and middle culvert 5th electrode from upstream.

e. **Audubon National Wildlife Refuge**

- Gather field stones for later use on Audubon dike repairs, stockpile at the McClusky Canal Headworks. Gather and screen rockpiles on refuge as directed by FWS. *
- Place riprap in the eroded areas on Norland dike.*** Coordinate timing, access, and rocks with FWS.

f. **Lonetree**

No specific work schedule for 2024.

g. **Scattered Tracts**

No specific work scheduled for 2024.

h. **Radio Towers**

- Work together with Reclamation to decommission radio tower sites as determined necessary. *
- Conduct a joint site review of all radio tower sites with Reclamation. *

i. **Jamestown Dam**

- No specific work scheduled for 2024.

j. **McClusky Canal Recreation**

- Gravel access roads at COL.*
- Shoreline stabilization at New Johns.**
- East Park Lake campsites access road.**
- Assembly picnic tables.*

E. MILESTONES AND COMPLETION DATES

Tasks	Milestones	Completion Date
1.	Clean and prepare Chain of Lakes for public use.	May 20
2.	Complete hay auction.	June 15
3.	Inspect and maintain Chain of Lakes for public use.	June 30
4.	Complete spring blading of roads.	June 30
5.	Sweep bridge decks.	June 30
6.	Jamestown spring mowing, spraying, & jetting of relief wells.	July 1
7.	Complete summer mowing of county and township road ditches	July 15
8.	Complete fall blading of O&M roads.	Sept. 1
9.	Inspect and maintain Chain of Lakes for public use.	Sept. 20
10.	Complete annual noxious weed spraying.	Sept. 30
11.	Annual inspection of bridge abutments.	Sept. 30
12.	Conduct joint annual inspection of New Rockford and McClusky Canals.	Sept. 30
13.	Complete fall mowing of county and township road ditches.	Sept. 30
14.	Jamestown fall mowing, spraying, & jetting of relief wells.	Sept. 30

Appendix D

OMR Contract # 20XX620109

Budget FY 2024

BUDGET ITEM DESCRIPTION	Transferred Works Jan 1 to Dec 31, 2024	Other Project Works Jan 1 to Dec 31, 2024	Total Budget Jan 1 to Dec 31, 2024
SALARIES AND WAGES			
O&M Wages	\$ 760,500.00	\$ 281,300.00	\$ 1,041,800.00
Management Salaries	\$ 106,872.00	\$ 39,528.00	\$ 146,400.00
Total Wages	\$ 867,372.00	\$ 320,828.00	\$ 1,188,200.00
FRINGE BENEFITS			
O&M Benefits	\$ 378,067.00	\$ 139,833.00	\$ 517,900.00
Management Benefits	\$ 45,625.00	\$ 16,875.00	\$ 62,500.00
Total Benefits	\$ 423,692.00	\$ 156,708.00	\$ 580,400.00
TRAVEL			
Travel	\$ 1,221.00	\$ 9,879.00	\$ 11,100.00
TRAINING			
Training	\$ 1,161.00	\$ 1,539.00	\$ 2,700.00
EQUIPMENT			
Equipment Maintenance	\$ 297,000.00	\$ 3,000.00	\$ 300,000.00
Equipment Lease	\$ 7,000.00	\$ -	\$ 7,000.00
Equipment Purchase	\$ 436,880.00	\$ 579,120.00	\$ 1,016,000.00
Total Equipment	\$ 740,880.00	\$ 582,120.00	\$ 1,323,000.00
SUPPLIES/MATERIALS			
Supplies	\$ 111,280.00	\$ 102,720.00	\$ 214,000.00
Materials	\$ 207,000.00	\$ 30,000.00	\$ 237,000.00
Total Supplies & Materials	\$ 318,280.00	\$ 132,720.00	\$ 451,000.00
CONTRACTUAL SERVICES			
Engineering	\$ 125,700.00	\$ 53,800.00	\$ 179,500.00
Professional Services	\$ 100,000.00	\$ -	\$ 100,000.00
Total Contractual Services	\$ 225,700.00	\$ 53,800.00	\$ 279,500.00
OTHER			
Utilities	\$ 25,865.00	\$ 48,035.00	\$ 73,900.00
Safety	\$ 31,720.00	\$ 21,280.00	\$ 53,000.00
Miscellaneous	\$ 4,394.00	\$ 12,506.00	\$ 16,900.00
Total Other	\$ 61,979.00	\$ 81,821.00	\$ 143,800.00
TOTAL DIRECT COSTS	\$ 2,640,285.00	\$ 1,339,415.00	\$ 3,979,700.00
INDIRECT COSTS			
TOTAL INDIRECT COSTS- Rate 23.88%	\$ 518,053.91	\$ 180,364.45	\$ 698,418.36
TOTAL PROJECT COSTS	\$ 3,158,338.91	\$ 1,519,779.45	\$ 4,678,118.36

*Transferred works include:

Snake Creek Pumping Plant
McClusky Canal O&M (MM 0-59)
McClusky Canal ROW (MM 0-59)
Carrington HQ non-routine costs

**Other Project works include:

McClusky Canal O&M (MM 59-74)
McClusky Canal ROW (MM 59-74)
McClusky Canal Recreation
New Rockford Canal & Radio Towers
Arrowwood National Wildlife Refuge
Audubon National Wildlife Refuge
Lonetree
Scattered Tracts
Jamestown Dam
Tribal MR&I

**Garrison Diversion Conservancy District
Operations and Maintenance Division
Committed Funds from Year 2023**

<u>Equipment</u>	<u>Amount</u>
Heavy Haul Trailer	\$ 87,110.00
Total Equipment Contracts	\$ 87,110.00
<u>Contracted Services</u>	
	\$ -
	\$ -
	\$ -
Total Contracted Services	\$ -
<u>Professional Services</u>	
Task Order 1.25 - SC REM Alt Feasibility	\$ 5,000.00
Task Order 1.27 Snake Creek Structure Repairs	\$ 5,000.00
New Rockford VRAP	\$ 3,000.00
Total Professional Services	\$ 13,000.00
Total Committed Funds	\$ 100,110.00
<u>Total Committed Funds Subject to Indirect</u>	
	\$ 13,000.00
	\$ -
	\$ 13,000.00
Indirect Cost Rate 2023	<u>X 24.76%</u>
Indirect Cost on Committed Funds	\$ 3,218.80
Total Cost Committed Funds	\$ 103,328.80

**Garrison Diversion Conservancy District
Operations and Maintenance Division
Estimated Appropriation**

2023 Committed Funds	\$	103,328.80
<u>2024 Program Work Budget</u>	\$	<u>4,678,118.36</u>
2024 Estimated Funds Needed	\$	4,781,447.16

2024 Maintenance Work Plan Devils Lake Outlet

State Water Commission
and
Garrison Diversion Conservancy District

January 4, 2024

1) Introduction

The State Water Commission (SWC) owns and manages the Devils Lake Outlet. The outlet consists of an intake located on Round Lake, two pumping stations, 10.3 miles of canal, 3 miles of pipeline and an outlet discharge structure. The Garrison Diversion Conservancy District (Garrison Diversion) has a Memorandum of Understanding dated April 21, 2006, with the SWC to perform general maintenance work.

All work is coordinated and requested by the Devils Lake Outlet manager. Routine work items will be scheduled between the outlet manager and the New Rockford foreman.

Additional work items will be coordinated between the outlet manager and the O&M Superintendent at McClusky. Sufficient time should be allowed for Garrison Diversion to mobilize their work force. A summary of work items should be sent to Garrison Diversion in April of each year.

2) Contacts

- i) SWC – Jeff Trana, Outlet Manager (701) 527-4873
- ii) SWC – Chris Korkowski, Investigations Section Chief (701) 328-2762
- iii) Garrison Diversion - Vern Schafer, O&M Operator II (701) 947-2001
- iv) Garrison Diversion - Darren Murray, O&M Superintendent (701) 363-2950
- v) Garrison Diversion - Kip Kovar, District Engineer (701) 652-3194
- vi) Garrison Diversion - Scott Mehring, Master Electrician (701) 947-2001

3) Routine Work

- i) Spraying - Typically, spraying will be accomplished twice a year. Garrison Diversion will spray once in the spring, and the SWC will spot spray in the fall. The outlet manager will assist Garrison Diversion in identifying all outlet right-of-ways.
- ii) Mowing - The outlet manager will identify areas which are to be mowed twice a year. State law opens mowing on July 15 of each year.
- iii) Fence Repair - The outlet manager will identify areas to be fixed. Supplies will be provided by the SWC.
- iv) Water Sampling - Weekly water samples are taken and sent to the North Dakota Health Department. Twelve locations on the Red and Sheyenne Rivers are sampled each week. On the Sheyenne River, three sites are near the West Outlet,

and one each at Warwick, East Outlet, Tolna Dam, Pekin, Cooperstown, Lake Ashtabula, Baldhill Dam, Lisbon and Horace. On the Red River, the sites are at Harwood and Halstad. Sampling at the Lake Ashtabula, Harwood and Halstad sites are rotated every other week and the Tolna dam site is sampled twice a summer.

- v) Operating Outlet - Garrison Diversion provides one employee to work directly with the Devils Lake Outlet manager on an on-call basis to operate the facilities.
- vi) Weed Removal - The open canal, along with trash racks, need to be cleaned due to weed growth in the canal. Equipment required in the past has included anything from a hand rake up to a small excavator.

4) Additional Work Items

- i) Erosion control will be coordinated in conjunction with water operations.
- ii) Additional items to be coordinated with the State Water Commission.
- iii) All of the above work items also apply to the newly constructed East End Outlet.

2024 WORK PLAN

Garrison Diversion Conservancy District

Engineering & Operations

1. Maintain quality staff and equipment
2. Implement "5-Year Work Plan"
3. Complete 2024 annual work plan on GDU facilities
4. Complete 2024 annual work plan for Devils Lake Outlet maintenance
5. Complete 2024 work plan for McClusky Canal Irrigation Projects
6. Assess the future utilization of the New Rockford Canal

* 2024 additions

**Garrison Diversion Conservancy District
Budget Expenditures**

GDU O & M	2023*	2024
Salaries & Benefits	1,921,000	2,276,000
Salaries	1,183,000	1,529,000
Benefits	738,000	747,000
Travel	14,000	8,200
Training	4,000	1,600
Utilities	93,000	90,000
Contracted Services (Eng / Survey)	423,000	93,000
Supplies	225,000	226,000
Equipment Purchases	400,000	420,000
Small Equipment Purchases	11,000	15,000
Equipment Rental	50,000	8,000
Equipment Maintenance	505,000	216,000
Safety	53,000	58,000
Miscellaneous	13,000	15,000
Materials	475,000	421,500
Total GDU O & M	4,187,000	3,848,300

* Original 2023 Approved Budget