



## Highway Department

Telephone: 701-298-2370

Fax: 701-298-2395

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### MEMORANDUM

TO: Cass County Road Advisory Committee

FROM: Jason Benson, Cass County Engineer *JAB*

DATE: July 7th, 2023

SUBJECT: Road Advisory Committee Meeting - July 17th, 2023, at 2:00 pm.

A Road Advisory Committee meeting has been scheduled for Monday, July 17th, 2023, at 2:00 pm in the Cass County Commission Room. The agenda is as follows:

Call to Order / Note Participants

Approval of Agenda

Minutes – March 20th, 2023

2:00 – 2:10	Update on 2023 Construction Projects	Information
2:10– 2:20	2024 Proposed Construction	Action
2:20– 2:30	2024-2028 Hwy & Bridge Plan	Information
2:50– 2:55	RAISE, BIP, INFRA, & Rural Grant Funding Update	Information
2:55 – 3:00	Other Business	
3:00	Adjourn	

**ROAD ADVISORY COMMITTEE  
MARCH 20, 2023 – 2:00 PM**

**1. MEETING TO ORDER**

Commissioner Duane Breitling called the meeting of the Road Advisory Committee to order at 2:00 PM on Monday, March 20, 2023, in the Commission Conference Room, Cass County Courthouse. Members present were as follows: Duane Breitling, Mary Scherling, Jim Kapitan, Chad Peterson and Tony Grindberg. Jason Benson, Bill Hejl, Keith Monson, Blaine Laaveg, Kyle Litchy. Also present were Tom Soucy, Robert Wilson, and Shane Winkler. Scott Saewert and Tracy Peters were absent.

**2. EMPLOYEE RECOGNITION**

Mr. Benson introduced Shane Winkler and gave employee recognition. Mr. Winkler has been with the Highway Department since May of 2017 and is now a registered Design Construction Engineer. Mr. Soucy said Mr. Winkler is a quick learner and continues to grow in the Design Construction Engineer position completing many large Highway Department projects. Mr. Benson said Mr. Winkler's experience and knowledge is appreciated as part of the Highway Department team.

**3. 2023 CONSTRUCTION PROJECTS**

Mr. Soucy said the 2023 projects include \$15.2 million in Highway Local Funding and \$7.9 million in Bridge Local Funding, which totals \$21.1 million. The total carryover from 2022 is \$3.3 million. Mr. Soucy said the County 34 subgrade repair project needs to be delayed until 2024. The rest of the construction projects are moving forward as planned for 2023, which include grading and surfacing for County Road 9 reconstruction project, subgrade repair and grading, asphalt surfacing, box culvert, bridge replacement and the Soybean Crushing Plant. Mr. Benson said the Highway Department will have some cost savings by using material from the Diversion Project, which include asphalt and gravel that are able to be recycled and needs to be used by the fall of 2023.

**4. GRANT APPLICATION**

Mr. Benson said the project description for the raise grant application includes Cass County requesting \$24,693,601 for completion of the Cass County Highway 4 and Highway 10 Roadway Improvement Project. The improvement Project is part of a comprehensive effort to improve safety, mobility, connectivity, accessibility, and economic development associated with Cass County Highway 4 between State Highway 18 and Highway 11, as well as County Highway 10 between Tower City and Buffalo. Mr. Benson said the Project responds to existing and projected traffic capacity and safety issues created due to the lack of shoulder and deteriorating pavement conditions that no longer meet the safety needs for the current traffic load. Mr. Benson said the Project area also experiences localized flooding in ditches and culverts along Highway 4, as well as near the Maple River on Highway 10, creating additional safety and maintenance concerns. The Project will result in improved traffic capacity and safety along Highway 4 and Highway 10, reduced traffic delays, improving movement of freight, and increasing the opportunity for community connectivity, equity, environmental sustainability, and economic growth. The Project will also enhance system reliability along County Highway 4, improving connectivity to local and major highways within the area.

The total project cost of the 2022 Minnesota – North Dakota Interstate Bundled Bridge project includes the engineering and construction of three bridges at these locations: Nielsville – Bridge No. #5767, Hendrum – Bridge No. #6676 and Georgetown – Bridge No. #6646. This would also include six approaches, two for each bridge. The funding for the bridges will be 80% of federal funding and 20% of non-federal matched funds. Mr. Benson said the Total Project Cost will be \$29,275,000.

**5. CASSELTON SOYBEAN CRUSHING FACILITY**

Mr. Benson said the 2022 items completed were the grading of the township road, new culverts and gravel surface from County Road 23 and 1 mile east. Also 154<sup>th</sup> Ave SE was improved for the Everest Township for when 36<sup>th</sup> Street SE & County Road 30 are paved, this will help stabilize the subgrade with cement, and 4 inches of more gravel, will help with dust control.

Mr. Benson said the 2023 updating will include completing the entrance to the Soybean Crushing Facility site on 36<sup>th</sup> St and County Road 30, which will realign the Legal Drain 62 to the North for widening East of 154<sup>th</sup> Ave SE for approximately 1,000 feet.

Mr. Benson said the 2024 updating will include adding turning lanes, extend box culvert and concrete surface to County Road 23 and on 36<sup>th</sup> St SE and new County Road 30 to Soybean Crushing Facility entrance.

Mr. Hejl said the Department of Transportation (DOT) process has been approved at Casselton with the support of the Commission and residents, thank you for your support.

**6. AGENDA, Order approved**

***MOTION, passed***

**Mr. Hejl moved and Mrs. Scherling seconded the order of the agenda be approved as presented. Motion carried.**

**7. MINUTES APPROVED**

***MOTION, passed***

**Mr. Peterson moved and Mr. Hejl seconded the minutes of the previous meeting held on November 21, 2022, be approved as written. Motion carried.**

**8. ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:02 PM.

Minutes prepared by Jodi Miller, HR Assistant