

MINUTES OF VIRTUAL / CONFERENCE CALL MEETING
NORTH CASS WATER RESOURCE DISTRICT
ORIGINATING AT THE CASS COUNTY HIGHWAY DEPARTMENT
WEST FARGO, NORTH DAKOTA
DECEMBER 26, 2023

A virtual / conference call meeting of the North Cass Water Resource District was held on December 26, 2023, at 8:00 a.m.

Present were Wes Ecker, Chairman; Robert Thompson, Manager; Ken Lougheed, Manager; Carol Harbeke Lewis, Secretary-Treasurer; Nina Stone, Accountant; Melissa Hinkemeyer, Administrative Assistant; Sean M. Fredricks, Ohnstad Twichell, P.C.; Alexa Ducioame and Brady Woodard, Moore Engineering, Inc.; Duane Breitling, Cass County Commissioner; and Tom Soucy, Cass County Highway Department.

Agenda and Minutes

It was moved by Manager Thompson, seconded by Manager Lougheed and unanimously carried to approve the order of the agenda and the minutes of the November 28, 2023, meeting, as presented.

Drain #23 – culverts failing between Sections 1 and 12 in Gunkel Township and between Sections 6 and 7 in Gardner Township

Discussion was held on right of way for Drain #23. Brady Woodard indicated he is reaching out to property owners to discuss right of way along Drain #23, including right of way needed for the culvert replacements and associated intersection improvements regarding the Drain #23 failing culverts between Sections 1 and 12 of Gunkel Township and Sections 6 and 7 in Gardner Township.

Drain No. 26 Improvements 2023

Alexa Ducioame reported Moore Engineering, Inc. has completed the hydraulic modeling and culvert sizing for the Drain No. 26 Improvements 2023 project. Moore Engineering, Inc. continues to work on the design profile for the project.

Discussion was held on funding changes for future water resource district legal assessment drain projects.

Year-end issues

A motion was made by Manager Thompson and seconded by Manager Lougheed to:

- Authorize the Secretary-Treasurer to make any minor year-end transfers to balance the North Cass Water Resource District 2023 budget;
- Authorize the Secretary-Treasurer to make transfers to and from obligated funds, if necessary; and

- Authorize the Secretary-Treasurer to amend the North Cass Water Resource District 2023 budget.

Upon roll call vote, the motion carried unanimously.

Set regular meeting dates for 2024

The Board discussed its regular meeting dates for the year 2024. It was moved by Manager Lougheed and seconded by Manager Thompson to adopt the following Resolution. Upon roll call vote, the motion carried unanimously.

RESOLUTION

BE IT RESOLVED, that the North Cass Water Resource District does hereby set the fourth Tuesday of January through December at 8:00 a.m. at the Cass County Highway Department, 1201 Main Avenue West, West Fargo, North Dakota, as its regular meeting dates, time and place for the year 2024.

BE IT FURTHER RESOLVED, that the Secretary be and she hereby is directed to forward a copy of said schedule of meetings to the Cass County Auditor and to post said schedule at the Water Resource District's principal office and the location of the scheduled meetings, all in accordance with the provisions of Section 44-04-20 as amended.

APPROVED:

Ken Lougheed
Chairman

ATTEST:

Melissa Hinkemeyer
Secretary

Bills

It was moved by Manager Thompson and seconded by Manager Lougheed to approve payment of the wire transfers and the electronic funds transfers, as presented. Upon roll call vote, the following Managers voted in favor: Ecker, Thompson and Lougheed. The motion passed unanimously.

Elm River Dam Nos. 1, 2 and 3

Manager Thompson updated the Board on the bids received for the Elm River Dams No. 1 and No. 2 Improvement Project No. 2022-01 and Elm River Dam No. 3 Improvements 2022 Project. Construction on Elm River Dam No. 2 is scheduled to begin May 1, 2024.

Costello Drain

Manager Lougheed reported property owners are interested in potentially pursuing Costello Drain becoming a legal assessment drain. If property owners are interested in pursuing a new legal assessment drain, they will need to contact the Water Resource District to request the Water Resource District begin the process to create a new legal assessment drain.

Chairman Ecker retirement

Chairman Ecker stated he is retiring from the North Cass Water Resource District. The Board, Water Resource District staff and consultants thanked Chairman Ecker for his excellent work and dedication to the North Cass Water Resource District.

Adjournment

There being no further business to be considered by the Board, it was moved by Manager Thompson, seconded by Manager Lougheed and unanimously carried to adjourn the meeting.

APPROVED:

Ken Lougheed
Chairman

ATTEST:

Melissa Hinkemeyer
Secretary