



M E M O

TO: County Commissioners
FROM: Taylor Kaushagen, Commission Assistant
DATE: December 27, 2023
SUBJECT: Board Appointments

Board of County Commissioners

Chad M. Peterson
Fargo, North Dakota

Tony Grindberg
Fargo, North Dakota

Jim Kapitan
Fargo, North Dakota

Duane Breitling
West Fargo, North Dakota

Mary Scherling
Stanley Township,
North Dakota

Taylor Kaushagen
Commission Assistant

PO Box 2806
211 Ninth Street South
Fargo, North Dakota 58108
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Boards with vacancies and number of members needed:

County Planning Commission Representative from Fargo (1)
North Cass Water Resource District Representative (1)
Cass County Cemetery Board Community Representatives (2)
Cass County Cemetery Board Local Funeral Director (1)
City of Fargo Planning & Zoning E.T. Representative (2)
City of Gardner Planning & Zoning E.T. Representative (1)
City of Harwood Planning & Zoning E.T. Representative (1)
City of Mapleton Planning & Zoning E.T. Representative (1)
City of North River Planning & Zoning E.T. Representative (1)
City of West Fargo Planning & Zoning E.T. Representative (1)
Southeast Human Services Board Representative (1)

STATUTORY BOARDS REQUIRING COMMISSION SERVICE:

Cass Human Service Zone Board

(3 year term)
Julie Haugen
Dan Madler
Jennifer Sahr

Cass County Park Board

(3 year term)
Reid Middaugh

Cass County Planning Commission

(1-year term, chosen by respective entity)
Duane Breitling-Cass County
Tim Mahoney-City of Fargo
Brad Olson-City of West Fargo
David Gust-Township Officers' Association

BOARDS REQUIRING COMMISSION APPOINTMENTS:

City of Horace Planning and Zoning Board from the extra-territorial jurisdiction

(5 year term)
John (Mike) Zietz

County Committee for Annexation, Dissolutions, and Reorganization

(3-year term)

Commission District #4—Levi Bachmeier

Southeast Human Services Board

(3-year term)

Joan Bachman

Maple River Water Resource District

(3-year term)

Gerald Melvin

Southeast Cass Water Resource District

(3-year term)

David Branson

Rush River Water Resource District

(3-year term)

Richard Sundberg

Cass County Weed Control Board

NW Area—Dylan Grieger

COUNTY STANDING COMMITTEES:

Personnel Overview Committee

All five County Commissioners

Brandy Madrigga

Robert Wilson

Kim Hegvik

Tom Soucy for Jason Benson

Kristie Ross

Jim Prochniak

Jesse Jahner

Employees:

(1-year term)

David Malheim (Finance Office)

Marjorie Branden (Sheriff's Office)

Rebecca Jund (State's Attorney)

Cass County Road Advisory Committee

Scott Saewert (Township Officers Association Representative)

SUGGESTED MOTION:

Move to amend Commission Policy Manual section 4.00, Advisory Boards, and Section 14.01, Standing Committees, with 2024 appointments as presented.

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STATUTORY BOARDS REQUIRING COMMISSION SERVICE (see page 2 of 6)

Human Service Zone Board (eight members)

County Park Board (5 commissioners and 2 members at large) NDCC 11-28-02

County Planning Board (1 commissioner from Cass County, City of Fargo, City of West Fargo, 1 county resident nominated by Township Officers Association, 2 City of Fargo residents, 3 rural county residents) Home Rule Ordinance #1995-1

BOARDS REQUIRING COMMISSION APPOINTMENTS (see pages 3, 4 & 5 of 6)

Cass County Housing Authority (appoint 5 members) NDCC 23-11-01 through 23-11-36

City Planning and Zoning Commissions (from extra-territorial area) NDCC 40-47-06

Community Action Agency (appoint 1 member)

County Tuition Appeals Board (appoint 1 member) NDCC 15.1-29-06

County Committee for Annexation, Dissolutions, and Reorganizations (5 members from commission districts) NDCC 15.1-10-01

Southeast Human Services (appoint 5 members) NDCC 50-06-05.3

Special Assessment Commission (appoint 3 members)

Vector Control (appoint 3 members) NDCC 23-24-05

Water Resource Boards, 4 districts in Cass County (3 members to each) NDCC 61-16-07

Weed Control Board (appoint 5 members--4 from geographic areas and 1 from within the city limits of a city with a population of five thousand or more, unless the city has established a city weed control program) NDCC 4.1-47-06

COUNTY STANDING COMMITTEES (Section 14.01)

Road Advisory Committee (5 commissioners and 4 appointed members)

Personnel Overview Committee (5 commissioners and 10 other members)

NON-STATUTORY BOARDS WITH COMMISSION SERVICE (see page 5 & 6 of 6)

Metropolitan Council of Governments (1 commissioner, 1 alternate)

Economic Development (appoint 2 members)

Board of Health (appoint 1 member)

Lake Agassiz Regional Council (appoint 1 member) NDCC 54-40.1

Metropolitan Flood Study Committee (2 commissioners)

Flood Diversion Board of Authority (appoint 3 members, 3 alternates)

STATUTORY APPOINTMENT OF COUNTY CORONER (see page 6 of 6)

County Coroner (appoint 1 person) NDCC 11-19.1-03

NOTE: COMMISSION SERVICE ON A BOARD/COMMITTEE TERMINATES WHEN A COMMISSIONER NO LONGER SERVES IN OFFICE

HISTORICAL REFERENCE DATE: SEPTEMBER 21, 1998

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MEMBERSHIP ON BOARDS/COMMITTEES

<u>STATUTORY BOARDS REQUIRING COMMISSION SERVICE</u>		<u>Term expires</u>	<u>(1st appt)</u>
<u>Human Service Zone Board</u>			
Rick Steen (Commission)	47 Prairiewood Dr Fargo 58103	Dec. 31, 2025	
Tony Grindberg (Commissioner)	PO Box 2806-Fargo 58108	Dec. 31, 2025	
Kyle Davison (Senator)	4918 Meadow Creek Drive Fargo 58104	Dec. 31, 2025	
(3 year terms)			
Julie Haugen	6271 57 th Ave S Fargo 58104	Dec. 31, 2026	(09/20/21)
Michelle Kommer	1319 Elm Circle N Fargo 58102	Dec. 31, 2026	(09/20/21)
Dan Madler	3320 Westrac Dr S STE G Fargo 58103	Dec. 31, 2026	(09/20/21)
Brian Hagen	680 42 nd Ave W West Fargo 58078	Dec. 31, 2024	(12/21/09)
Carrie Fry	1350 32 nd St S Fargo 58103	Dec. 31, 2024	(09/20/21)
<u>County Park Board (3 year terms for at-large members)</u>			
All Five County Commissioners			
Brandy Pyle	PO Box 337 Casselton 58012	Dec. 31, 2024	(12/17/12)
Reid Middaugh	2791 Umber Ct S Fargo 58104	Dec. 31, 2026	(08/03/20)
<u>County Planning Commission-Membership established by Cass County Ordinance #1995-1</u> (4-year terms except Commission and Township Officer representatives)			
Duane Breitling	Cass County Commission	Dec., Each Yr.	(12/19/22)
Tim Mahoney	Mayor Fargo City Commission	Dec., Each Yr.	(08/01/16)
Brad Olson	West Fargo City Commission	Dec., Each Yr.	(07/24/18)
David Gust	Township Officers' Assn. 3724 26 th St NW Harwood 58042	Dec., Each Yr.	(12/17/12)
Vacant		Dec. 31, 2027	
Hugh Veit	2014 E Rose Creek Pkwy S Fargo 58104	Dec. 31, 2026	(12/19/22)
Keith Gohdes	3747 16 1/2 Ave SE Mapleton 58059	Dec. 31, 2025	(12/20/21)
Ken Lougheed	17142 18 th St SE Gardner 58036	Dec. 31, 2025	(01/05/98)
Keith D. Monson	2995 170 th Ave SE Harwood 58042	Dec. 31, 2024	(06/18/01)

HISTORICAL REFERENCE DATE: MAY 4, 1992

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BOARDS REQUIRING COMMISSION APPOINTMENTS

		<u>Term expires</u>	<u>(1st appt)</u>
<u>Cass County Housing Authority (5 year terms)</u>			
Nate Monson	2632 6 th St W West Fargo 58078	July 1, 2028	(11/02/09)
Eddie Sheeley	2009 5 th St E West Fargo 58078	July 1, 2024	(09/07/10)
Flora West	1430 Sheyenne St West Fargo 58078	July 1, 2026	(12/19/05)
Terry Styf	807 Elm St West Fargo 58078	July 1, 2025	(08/01/11)
Nicholas Bauroth	1350 10 th Avenue S Fargo	July 1, 2027	(06/18/12)
<u>City Planning and Zoning--from extra-territorial jurisdiction (5 year terms)</u>			
<u>Casselton</u>			
Nick Pyle	3512 154 th Ave SE Casselton 58012	July 1, 2028	(01/17/23)
<u>Fargo</u>			
Brett Shewey	6202 13 th Street N Fargo, ND 58102	July 1, 2027	(06/20/22)
Vacancy		July 1, 2023	
Vacancy		July 1, 2020	
<u>Gardner</u>			
Vacancy		July 1, 2019	
<u>Harwood</u>			
Vacancy		July 1, 2018	
<u>Horace</u>			
John (Mike) Zietz	8501 81 st St S Horace, ND 58047	July 1, 2028	(12/02/24)
<u>Kindred</u>			
Christina Woller-Cornog	PO BOX 68, Kindred ND 58051	July 1, 2028	(12/21/20)
<u>Mapleton</u>			
Vacancy		July 1, 2023	
<u>North River</u>			
Vacancy		July 1, 2017	
<u>Oxbow</u>			
Mike Bice	305 7 th St Hickson 58047	July 1, 2024	(11/17/14)
<u>Reile's Acres</u>			
Wyatt Kram	4518 47 th St N Fargo 58102	July 1, 2024	(02/22/22)
<u>West Fargo</u>			
Brady Woodard	3010 4th St NW West Fargo 58078	July 1, 2023	(03/15/21)
Vacancy		July 1, 2027	
David Gust	3724 26 th St NW Harwood 58042	July 1, 2025	(06/15/15)

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<u>BOARDS REQUIRING COMMISSION APPOINTMENTS (Cont.)</u>			<u>Term expires</u>	<u>(1st appt)</u>
<u>County Tuition Appeals Board (3 year term)</u>				
William Cromarty	1125 5 th St N Fargo 58102		July 1, 2025	(12/19/22)
<u>Southeastern North Dakota Community Action Agency</u>				
Vacancy (no open positions)			(see organization's by-laws)	
<u>County Committee for Annexation, Dissolutions, and Reorganizations (3 year terms)</u>				
Comm. Dist.				
1	William Cromarty	1125 5 th St N Fargo 58102	Dec. 31, 2025	(12/19/22)
2	Rick Steen	47 Prairiewood Dr S Fargo 58103	Dec. 31, 2024	(12/21/15)
3	Jim Kapitan	4553 44 th St S Fargo 58104	Dec. 31, 2024	(06/21/21)
4	Levi Bachmeier	1774 Charleswood Estates Dr, West Fargo 58078	Dec. 31, 2026	(01/02/24)
5	Brandy Pyle	PO Box 337 Casselton 58012	Dec. 31, 2025	(12/17/12)
<u>Southeast Human Services Board (2 year terms) Cass County Members</u>				
Joan Bachman			Dec. 31, 2025	(08/03/20)
Vacant			Dec. 31, 2025	
Jennifer Sahr			Dec. 31, 2024	(08/17/20)
Gregory Kaiser			Dec. 31, 2024	(12/19/22)
Michael Worner			Dec. 31, 2024	(12/19/22)
<u>Special Assessment Commission (6 year terms)</u>				
David Branson			Dec. 31, 2026	(12/21/20)
Jacob Gust			Dec. 31, 2027	(05/03/93)
Betty A. Wieland			Dec. 31, 2024	(11/05/01)
<u>Cass County Vector Control District #6 (5 year terms)</u>				
Tony Gehrig			Dec. 31, 2026	(06/07/21)
Matthew Eaton			Dec. 31, 2025	(09/08/20)
Joseph P. Rinehart			Dec. 31, 2024	(02/06/17)
<u>Maple River Water Resource District (3 year terms)</u>				
Rodger D. Olson			Dec. 31, 2024	(01/03/95)
Chad Miller			Dec. 31, 2025	(12/18/17)
Gerald Melvin			Dec. 31, 2026	(01/03/12)
<u>Southeast Cass Water Resource District (3 year terms)</u>				
Keith Weston			Dec. 31, 2024	(06/03/19)
Rick Steen			Dec. 31, 2025	(12/19/22)
David Branson			Dec. 31, 2026	(12/02/19)

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<u>BOARDS REQUIRING COMMISSION APPOINTMENTS (Cont.)</u>			<u>Term expires</u>	<u>(1st appt)</u>
<u>Rush River Water Resource District (3 year terms)</u>				
Jacob Gust		4614 81 st St N Fargo 58102	Dec. 31, 2024	(12/21/15)
William A. Hejl		15560 28 th St SE Amenia 58004	Dec. 31, 2025	(01/21/97)
Richard Sundberg		210 Park Drive Harwood 58042	Dec. 31, 2023	(01/03/12)
<u>North Cass Water Resource District (3 year terms)</u>				
Robert Thompson		14253 19 th St SE Page 58064	Dec. 31, 2024	(05/04/76)
Ken Loughheed		17142 18 th St SE Gardner 58036	Dec. 31, 2025	(01/20/15)
Vacant			Dec. 31, 2023	
<u>County Weed Control Board (4 year terms)</u>				
(One member from each of four geographical areas, i.e. SW,SE,NW,NE; and one member from within the city limits of West Fargo, which has a population of 5,000 or more and has not established a city weed control program)				
Ken Hagen	SW area	14964 47 th St SE Leonard 58052	July 1, 2026	(09/21/98)
Clayton Brennan	SE area	2608 Ann St West Fargo 58078	July 1, 2024	(09/02/08)
Dylan Grieger	NW area	2958 136 th Ave SE Buffalo 58011	July 1, 2027	(01/02/24)
Marty Murch	NE area	1782 151 st Ave SE Hunter 58048	July 1, 2024	(08/17/20)
Chad Zander	West Fargo	810 12 th Ave NW West Fargo 58078	July 1, 2026	(06/20/22)
<u>Cass County Cemetery Board</u>				
County Administrator- Robert Wilson				
Buildings and Grounds Supervisor- Gene Gartner				
County Coroner-Kristie Ross				
Human Service Zone Director- Gail Bolinger				
Corner's Office Commission Portfolio- Mary Scherling				
Cemetery Sexton-Colleen Lanners				
<u>Committee Representative (3 year term)</u>				
Local Funeral Director			Dec. 31, 2026	
Committee Representative 1			Dec. 31, 2026	
Committee Representative 2			Dec. 31, 2026	
<u>STATUTORY APPOINTMENT OF COUNTY CORONER (5 year term)</u>				
Kriste Ross			Nov. 1, 2025	(10/19/20)

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NON-STATUTORY BOARDS WITH COMMISSION SERVICE - Annual appointments, except as noted

Metropolitan Council of Governments

Duane Breitling
Mary Scherling (alternate)

Greater Fargo Moorhead Economic Development Corp (GFMEDC)

Chad M. Peterson
Jim Kapitan

GFMEDC Growth Initiative Fund (3 year terms)

Tom Seymour 1566 Woodridge Ln-West Fargo 58078 Dec. 31, 2025 (12/19/22)

Lake Agassiz Regional Council

Duane Breitling
Jim Kapitan (alternate)

Fargo Cass Board of Health

Tony Grindberg
Rural Representative (5 year term)

Charlene Nelson 15703 31st St SE-Casselton, ND 58102 Dec. 31, 2026 (09/07/21)

NON-STATUTORY BOARDS WITH COMMISSION SERVICE Cont.

Flood Diversion Board of Authority

Mary Scherling Duane Breitling (alternate)
Chad M. Peterson Jim Kapitan (alternate)
Tony Grindberg

Flood Diversion Finance Committee

Chad M. Peterson
Tony Grindberg
Brandy Madriga

Metro Flood Diversion Lands Committee

Mary Scherling
Duane Breitling
Matt Stamness

Metro Flood Diversion Planning Committee

Mary Scherling

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Building Committee

Chad M. Peterson
Jim Kapitan

Flood Sales Tax Committee

Mary Scherling
Duane Breitling

Flood Buyout Committee

Mary Scherling
Duane Breitling

Cass Clay Food Commission

Tony Grindberg

Red River Regional Dispatch Center Authority Board

Mary Scherling
Chad Peterson

HISTORICAL REFERENCE DATE: MAY 4, 1992

SUBJECT: COUNTY STANDING COMMITTEES

ADOPTED DATE: January 2, 2024

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Personnel Overview Committee

Term Expires

(1st appt)

All 5 county commissioners Jim Prochniak
Jesse Jahner Tom Soucy for Jason Benson
Kriste Ross Brandy Madrigga
Kim Hegvik Robert Wilson

Employees - (1-year terms)

David Malheim (Finance Office) Dec. 31, 2024
Marjorie Branden (Sheriff's Office) Dec. 31, 2024
Rebecca Jund (State's Attorney) Dec. 31, 2024

Road Advisory Committee

All 5 county commissioners

Jason Benson 1201 W Main Ave-West Fargo 58078
Blaine Laaveg 1201 W Main Ave-West Fargo 58078

Rotating Members - (2-year terms)

Bill Hejl (WRD) 15560 28th St SE-Amenia 58004 Dec. 31, 2024 (02/05/18)
Scott Saewert (Twps) 15642 45th St SE-Durbin 58059 Dec. 31, 2024 (12/18/06)
Keith Monson (Planning) 2995 170th Ave SE-Harwood 58042 Dec. 31, 2024 (12/15/14)

Cass County Finance Committee

Brandy Madrigga, Finance Director
Robert Wilson, County Administrator
Chad Peterson, Commission Chair
Tony Grindberg, County Commissioner
Sarah Heinle, County Finance Office

HISTORICAL REFERENCE DATE: MAY 4, 1992