

**FLOOD SALES TAX COMMITTEE
AGENDA FOR OCTOBER 19, 2015**

Cass County Commission Room

1:30 PM

1. Call to Order
2. Approve minutes from previous meeting
3. Review request from City of Casselton to revise scope of Industrial Park project
4. Other business
5. Adjournment

cc: Local Media

**FLOOD SALES TAX COMMITTEE
JUNE 15, 2015—12:30 PM**

1. MEETING TO ORDER

Commissioner Ken Pawluk called a meeting of the Flood Sales Tax Committee to order on Monday, June 15, 2015, at 12:30 PM in the Commission Room, Cass County Courthouse, with the following present: County Administrator Keith Berndt; County Auditor Michael Montplaisir; County Commissioner Ken Pawluk; and County Commissioner Rick Steen. Joint Water Resource District Manager Rodger Olson was present via conference call.

2. FUNDING REQUEST FROM REED TOWNSHIP, Approved

Mark McAllister, Reed Township Chairman, was present to request county funding assistance for a project to raise a road on 57th Street North in Lake Shure Estates Subdivision. He provided a handout which outlined the cost savings that could be achieved if the work takes place now when the fill material is readily available. The road is prone to flooding and if the road is raised, will provide access to three homes on 64th Avenue North via 57th Street North.

MOTION, passed

Mr. Berndt moved and Mr. Steen seconded to approve a request to fund half the cost up to \$61,000 with flood sales tax dollars for a project to raise a section of flood prone road in Reed Township. On roll call vote, the motion carried unanimously.

3. ADJOURNMENT

There being no further business, the meeting was adjourned at 12:45 PM.

CITY OF CASSELTON

PO Box 548

Casselton, North Dakota 58012

Phone (701) 347-4861 • Fax (701) 347-4505

cassaudit@casselton.org

SHEILA K. KLEVGARD, Auditor

LEE ANDERSON, Mayor

DELVIN LOSING, City Attorney

October 7, 2015

Cass County Commission
Box 2806
211 9th Street South
Fargo, ND 58102

RE: Flood Risk Reduction Project Amendment Request

Chairman and Commission:

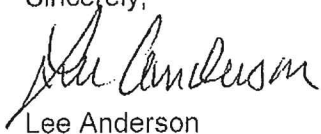
The City of Casselton was approved for \$1,310,000 in funding at the Flood Sales Tax Committee meeting on April 20th, 2015 for a flood protection project in the Heartland Industrial Park. The \$2,620,000 project included a new detention pond, storm sewer lift station, and a drain to reroute overland water around the west side of the Heartland Industrial Park.

The City presented this project to the industrial park property owners with the \$1,310,000 in funding received, but it was expressed by the property owners that the project cost was too high for the proposed benefits. The city has had additional public meetings discussing the project and has decided to proceed with the drain portion of the project to reroute overland water around the west side of the industrial park. The city is working with the Maple River Water Resource District for approval to redirect this water into the Swan Creek Diversion, rather than through the industrial park storm sewer system. It has been roughly estimated that 50% of the water entering the industrial park storm sewer system comes into the storm sewer system from the west, from outside the industrial park, causing additional burden on the system. This proposed project will still be a great step towards reducing the frequency and severity of the flooding that the industrial park experiences.

At this time we are respectfully requesting approval from the Committee to reduce the project scope as shown on the enclosed Exhibit 1. The project cost is estimated to be \$485,000 based on the enclosed Engineer's Opinion of Cost. The adjusted cost share request would be \$242,500 (50%).

Please find enclosed the revised project information sheet.

Sincerely,



Lee Anderson
Mayor, City of Casselton

- 1) Project Description: **Industrial Park Flood Protection Improvements**
- 2) Point of Contact: Brandon Oye, Moore Engineering Inc.
- 3) Opinion of Cost: \$485,000 (See attached Engineer's Opinion of Cost and Map)
- 4) County Funding Requested: 50%
- 5) Other Funding Sources: Local funds paid back by special assessments
- 6) Who will own and maintain: City of Casselton

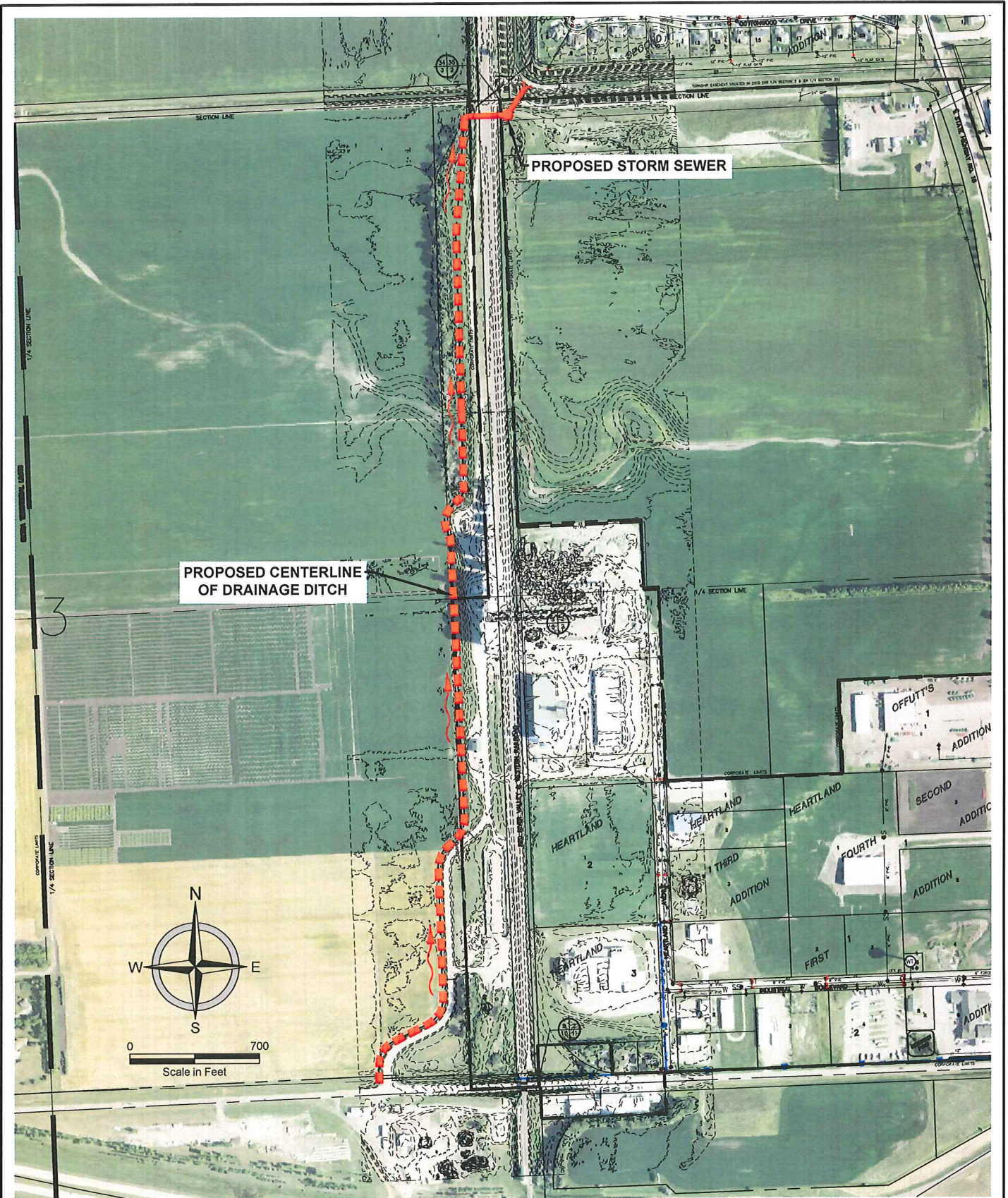


EXHIBIT 1
 FLOOD PROTECTION IMPROVEMENTS
 HEARTLAND INDUSTRIAL PARK
 CASSELTON, NORTH DAKOTA
 EXHIBIT 1

PROJECT No.	18445
DATE:	09.10.15
REVISED:	-
DRAWN BY:	MJK
CHECKED BY:	JSF



**Heartland Industrial Park Flood Improvements
Casselton, North Dakota**

Engineer's Opinion of Probable Cost

<i>ITEM</i>	<i>UNIT</i>	<i>QUANTITY</i>	<i>UNIT PRICE</i>	<i>TOTAL</i>
1. Clearing & Grubbing	LS	1	\$10,000.00	\$10,000.00
2. Topsoil Stripping - 8"	CY	4,820	\$4.00	\$19,280.00
3. Storm Sewer Manhole - 84"	EA	1	\$7,500.00	\$7,500.00
4. Storm Sewer - 48" RCP	LF	180	\$150.00	\$27,000.00
5. Flared End Section - 48" RCP	EA	2	\$3,000.00	\$6,000.00
6. Directional Bore - 48" HDPE	LF	120	\$450.00	\$54,000.00
7. Excavation - Common	CY	18,100	\$5.00	\$90,500.00
8. Ditching	LF	5,500	\$5.00	\$27,500.00
9. Discharge Outlet	LS	1	\$10,000.00	\$10,000.00
10. Topsoil Replacement - 4"	CY	2,410	\$8.50	\$20,485.00
11. Seeding	AC	5.0	\$1,500.00	\$7,500.00
12. Mushing	AC	2.0	\$1,500.00	\$3,000.00
13. Erosion Control Blanket	SY	14,700	\$1.50	\$22,050.00
14. Storm Water Management	LS	1	\$5,000.00	\$5,000.00
15. Traffic Control	LS	1	\$3,000.00	\$3,000.00
16. Material Testing	Invoice	1	\$1,500.00	\$1,500.00

Total Construction	\$314,315.00
Studies and Reports	\$15,000.00
Engineering	\$74,200.00
Legal and Admin	\$5,000.00
Drainage Study & Permitting	\$7,500.00
Land Acquisition	\$5,000.00
Contingencies (20%)	\$63,985.00
TOTAL PROJECT	\$485,000.00

Funding Sources

Local (50%)	\$242,500.00
Cass County Flood Sales Tax (50%)	\$242,500.00

Local Financing

Loan Period (yrs)	15
Interest Rate	3.50%
Total Acres	173
Average Cost Per Acre	\$1,400.00
Average Yearly Cost Per Acre	\$122.00
Average Monthly Cost Per Acre	\$10.20

CITY OF CASSELTON

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Casselton, North Dakota 58012

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cassaudit@casselton.org

SHEILA K. KLEVGARD, Auditor

LEE ANDERSON, Mayor

DELVIN LOSING, City Attorney

March 13, 2015

Cass County Commission
Box 2806
211 9th Street South
Fargo, ND 58102

RE: Flood Risk Reduction Project Request

Chairman and Commission

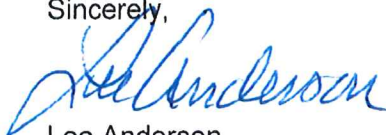
The City of Casselton has been experiencing significant flooding within our Industrial Park during large rain events or significant snow melts in the spring, as shown in the enclosed pictures. A portion of the water comes from overland flooding west of the Industrial Park, which we plan to mitigate by redirecting the drainage around the Industrial Park to the north before it enters the storm sewer system. We also plan to construct a new detention pond and lift station to handle the 100-yr event (approximately 6.34 inches in 24 hours). The current detention pond and pumping station are significantly undersized. The outlet is restricted by the drainage conveyance along the north side of Interstate Highway 94 east of Casselton. The City will be working with the NDDOT and FHWA to approve the adjusted drainage system.

We have attempted in the past to complete improvements to address the flooding issues, but the appropriate alternative would have been a significant financial burden.

The City of Casselton has been very proactive in addressing our flooding issues in the past, spending millions of dollars reconstructing the Swan Creek Diversion through town and constructing flood protection levees around the residential areas of town. We are now turning our focus to address the flooding issues within our Industrial Park and would greatly appreciate the financial assistance made available through the Flood Risk Reduction Sales Tax.

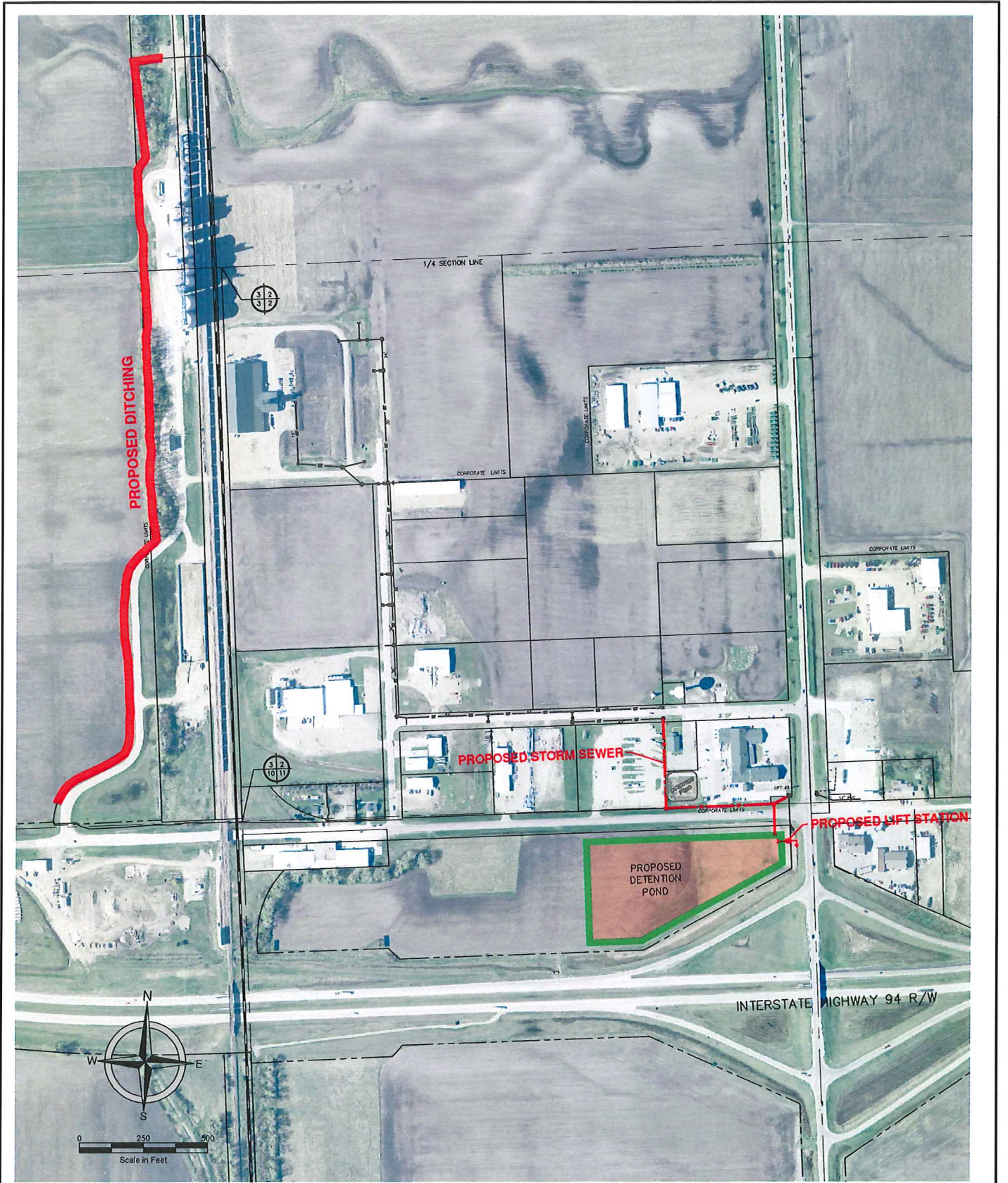
Please find enclosed the additional information requested.

Sincerely,



Lee Anderson
Mayor, City of Casselton

- 1) Project Description: **Industrial Park Flood Protection Improvements**
- 2) Point of Contact: Brandon Oye, Moore Engineering Inc.
- 3) Estimated Cost: \$2,620,000 (See attached Engineer's Opinion of Cost and Map)
- 4) County Funding Requested: 50%
- 5) Other Funding Sources: Clean Water State Revolving Fund (CWSRF) with Special Assessments
- 6) Who will own and maintain: City of Casselton



GENERAL LAYOUT
 HEARTLAND INDUSTRIAL PARK FLOOD PROTECTION IMPROVEMENTS
 CASSELTON, ND

PROJECT No.	18445
DATE:	03.13.15
REVISED:	-
DRAWN BY:	BPK
CHECKED BY:	BLO



**Heartland Industrial Park Flood Improvements
Casselton, North Dakota**

Engineer's Preliminary Opinion of Probable Cost

<i>ITEM</i>	<i>UNIT</i>	<i>QUANTITY</i>	<i>UNIT PRICE</i>	<i>TOTAL</i>
1. Topsoil Stripping & Replacement	CY	14,250	\$10.00	\$142,500.00
2. Pond Excavation	CY	100,000	\$7.50	\$750,000.00
3. Ditching	LF	3,900	\$30.00	\$117,000.00
4. Culvert - Remove	LF	150	\$15.00	\$2,250.00
5. CSP - 30"	LF	150	\$50.00	\$7,500.00
6. Flared End Section - 30" CSP	EA	2	\$500.00	\$1,000.00
7. RCP - Remove	LF	600	\$30.00	\$18,000.00
8. Storm Sewer - 48" RCP	LF	1,040	\$150.00	\$156,000.00
10. Flared Eng Section - 48" RCP	EA	1	\$3,000.00	\$3,000.00
11. Storm Sewer Connection	EA	2	\$750.00	\$1,500.00
12. Storm Sewer Manhole - 96"	EA	2	\$10,000.00	\$20,000.00
13. Storm Sewer Lift Station - Abandon	EA	1	\$5,000.00	\$5,000.00
14. Storm Sewer Lift Station	LS	1	\$275,000.00	\$275,000.00
15. Discharge Outlet	LS	1	\$25,000.00	\$25,000.00
17. Asphalt Patch	SY	30	\$200.00	\$6,000.00
18. Seed & Mulch	AC	12	\$3,000.00	\$36,000.00
19. Storm Water Management	LS	1	\$5,000.00	\$5,000.00
20. Traffic Control	LS	1	\$7,500.00	\$7,500.00
21. Material Testing	Invoice	1	\$7,500.00	\$7,500.00

Total Construction	\$1,585,750.00
Engineering, Legal, Admin & Contingencies	\$634,250.00
Land Acquisition	\$400,000.00

TOTAL PROJECT \$2,620,000.00

Funding Sources

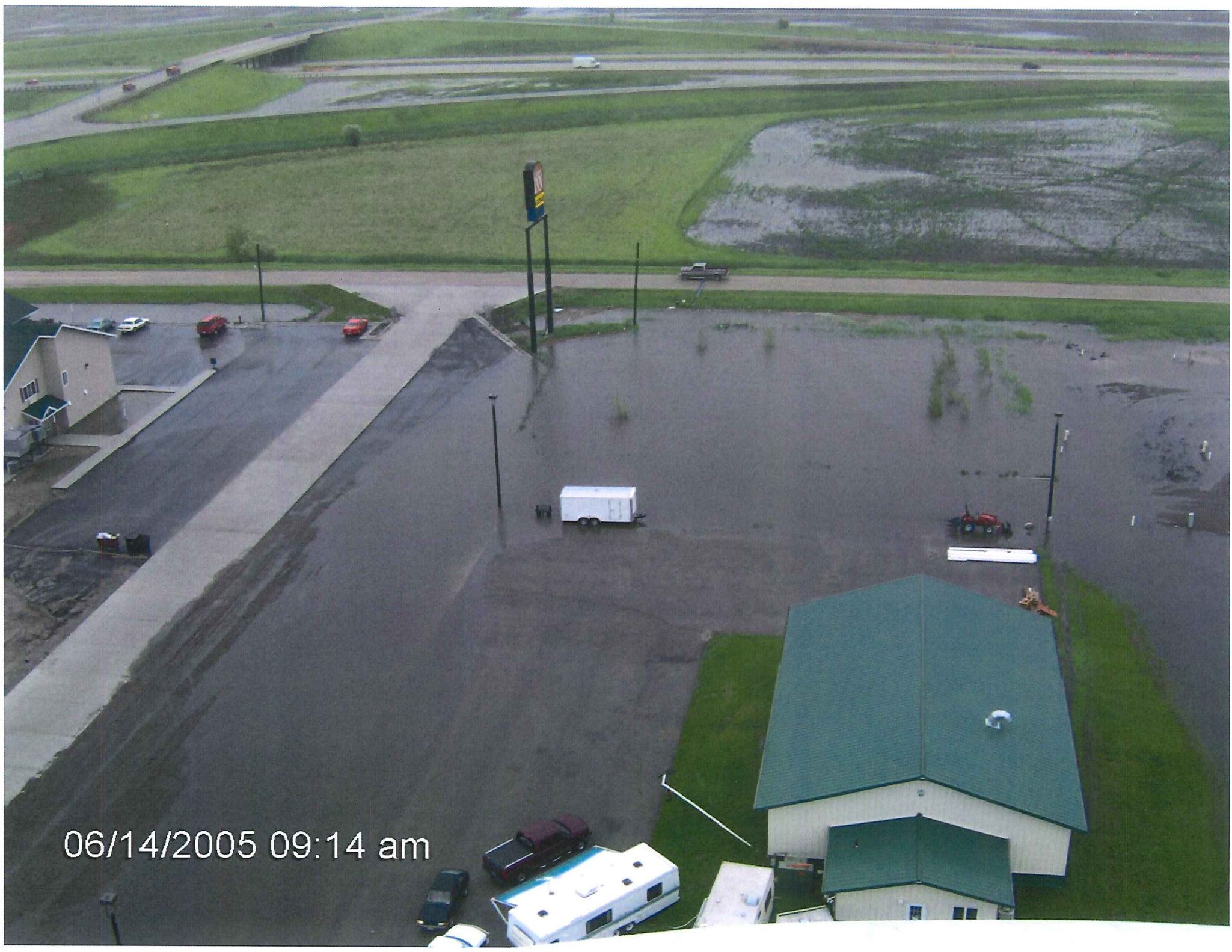
Local (50%)	\$1,310,000.00
Cass County Flood Sales Tax (50%)	\$1,310,000.00

Local Financing - CWSRF

Total Acres	173
Average Cost Per Acre	\$7,570.00
Loan Period (yrs)	30
Interest Rate	3.50%
Average Yearly Cost Per Acre	\$412.00
Average Monthly Cost Per Acre	\$34.30

An aerial photograph showing a flooded industrial or farm area. In the center, there is a large, long, white-roofed building. To its right is a smaller, white-roofed building. In front of the large building, a dirt area is partially submerged in water, with several cars and pieces of machinery parked. A yellow tractor is visible on the left side of the flooded area. The surrounding landscape is green, with trees and fields. The sky is overcast and hazy. The date and time '06/14/2005 09:16 am' are printed in the bottom left corner.

06/14/2005 09:16 am



06/14/2005 09:14 am



10-13-2008



10-13-2008



06.26.2013

**FLOOD SALES TAX COMMITTEE
APRIL 20, 2015—1:00 PM**

1. MEETING TO ORDER

Commissioner Ken Pawluk called a meeting of the Flood Sales Tax Committee to order on Monday, April 20, 2015, at 1:00 PM in the Commission Room, Cass County Courthouse, with the following present: County Administrator Keith Berndt; County Auditor Michael Montplaisir; County Commissioner Ken Pawluk, and County Commissioner Mary Scherling. Joint Water Resource District Representative Rodger Olson and County Commissioner Rick Steen were absent.

Also present were County Commissioner Arland Rasmussen; Brandon Oye, Moore Engineering; Kevin Mayer, City of Casselton Public Works; Mike Eberhardt, City of Casselton; Dick Sundberg, City of Harwood; and Stan Hanson, Houston Engineering.

2. MINUTES APPROVED

MOTION, passed

Mr. Berndt moved and Ms. Scherling seconded to approve the meeting minutes from April 6, 2015, as presented. Motion carried.

3. REVIEW OF HARWOOD LEVEE IMPROVEMENTS AND ACQUISITIONS PROJECT

Mr. Hanson said Harwood will benefit greatly from the diversion, and the city voted to approve the special assessment district at the last council meeting. Even so, the proposed levee improvements and acquisitions are necessary to provide further flood protection.

Mr. Hanson reviewed the three areas of the project request. Area 1 consists of acquiring two homes. A levee behind the homes is sliding, and there is a sanitary sewer system main behind the homes, which would be disconnected as part of the project. Area 2 consists of acquiring a home that requires ring diking during flood events and building a berm. Area 3 consists of acquiring a permanent easement to re-route the ditch of Cass County Highway 81 to protect a sanitary sewer manhole.

Mr. Hanson said after factoring in additional administrative costs, the total project cost and cost share request amount have increased. The total estimated cost of Area 1 is \$755,000; the total estimated cost of Area 2 is \$373,050; and the total estimated cost of Area 3 is \$37,920. The total project cost is \$1,165,970, and the 50% cost share requested from the county is \$582,985.

Ms. Scherling asked if the project would be necessary if the diversion were already in operation. Mr. Hanson said the project is needed to address the risk and uncertainty of flooding in the area. The improvements will provide the assurance of a one-time fix at a controlled cost, and it will also offer relief before the diversion is operational.

Mr. Pawluk said he is in support of the project, but he would like to be clear that

the Flood Sales Tax Fund does not provide funding to address slide issues, such as those outlined in Area 1. The main issue being addressed by funding that area of the project would be the protection of the city's sanitary sewer system.

MOTION, passed

Ms. Scherling moved and Mr. Montplaisir seconded to approve the Harwood Levee Improvements and Acquisitions project in the amount of \$582,985. Discussion: Mr. Montplaisir asked if there will be any state funding for the project. Mr. Hanson said the City of Harwood will finance the rest of the project through special assessments to their residents. On roll call vote, the motion carried unanimously.

4. REVIEW OF CASSELTON INDUSTRIAL PARK FLOOD IMPROVEMENTS PROJECT

Mr. Oye reviewed the Casselton Industrial Park Flood Improvements project. In 1993 a small detention pond was constructed in the Casselton Industrial Park. The area has grown significantly since that time and regular flooding has been an ongoing issue as the detention pond and current pumping station are undersized.

The project consists of diverting water to the north of the Industrial Park to address overland flooding from the west. A larger detention pond and lift station would be constructed to handle a 100 year flooding event. The total project cost is \$2,620,000, and the 50% cost share requested from the county is \$1,310,000. City assessments would fund the remaining project cost.

Mr. Montplaisir asked why a larger holding pond was not required when the motel was built. Mr. Oye said many rural cities do not have detailed guidelines or regulations for certain types of development and in such situations they simply follow state guidelines, which can be vague.

Mr. Montplaisir asked if the project takes into account future and continued growth in the area. Mr. Oye said the project will continue to provide protection when the Industrial Park is fully developed. As the entire area continues to grow and develop, flood protection will be taken into consideration.

MOTION, passed

Mr. Berndt moved and Ms. Scherling seconded to approve the Casselton Industrial Park Flood Improvements project in the amount of \$1,310,000. On roll call vote, the motion carried unanimously.

5. NEXT MEETING

A meeting will be set for a later date.

6. ADJOURNMENT

MOTION, passed

On motion by Mr. Montplaisir, seconded by Ms. Scherling, and all voting in favor, the meeting was adjourned at 1:30 PM.