

MINUTES OF VIRTUAL / CONFERENCE CALL MEETING  
NORTH CASS WATER RESOURCE DISTRICT  
ORIGINATING AT THE CASS COUNTY HIGHWAY DEPARTMENT  
HERITAGE CONFERENCE ROOM  
WEST FARGO, NORTH DAKOTA  
DECEMBER 24, 2024  
8:00 A.M.

A virtual / conference call meeting of the North Cass Water Resource District was held on December 24, 2024, at 8:00 a.m.

Present were Ken Lougheed, Chairman; Robert Thompson, Manager; Jay Colwell, Manager; Melissa Hinkemeyer, Director, Secretary; Leilei Bao, Treasurer; Sean M. Fredricks, Ohnstad Twichell, P.C.; Kurt Lysne, Alexa Ducioame, and Brady Woodard, Moore Engineering, Inc.

**Approval of Agenda and Minutes**

It was moved by Manager Thompson, seconded by Manager Colwell, and unanimously carried to approve the order of the agenda and the minutes of the November 26, 2024, meeting, as presented.

**Year-end items**

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

- Authorize the Treasurer to make any minor year-end transfers to balance the North Cass Water Resource District 2024 budget;
- Authorize the Treasurer to make transfers to and from obligated funds, if necessary; and
- Amend the North Cass Water Resource District 2024 budget.

Upon roll call vote, the motion carried unanimously.

**Set regular meeting dates for 2025**

The Board discussed its regular meeting dates for the year 2025. It was moved by Manager Colwell 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 2025.

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:

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Ken Lougheed  
Chairman

ATTEST:

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Melissa Hinkemeyer  
Secretary

**Bills**

It was moved by Manager Thompson and seconded by Manager Colwell to approve the payment of Check #4440, the wire transfers and electronic funds transfers, as presented. Upon roll call vote, the motion carried unanimously.

**Application for Surface Drain No. 6626 for the Gebeke Brothers in the N 1/2 of Section 28 of Arthur Township – Solicitation of Views**

The Board discussed *Application for Surface Drain No. 6626* for the Gebeke Brothers in the N 1/2 of Section 28 of Arthur Township. The Board received a Solicitation of Views from the North Dakota Department of Water Resources for the permit application and had no comments to submit on the matter.

**Utility Permit extension for Arvig Enterprises, Inc. to install fiber optic cables under Drains #32, #42 and Red River Tributaries in Sections 2, 14, 23, 25, 35 and 36 of Noble Township**

Sean Fredricks indicated Arvig Enterprises, Inc. is requesting an extension of the *Utility Permit* to install fiber optic cables under Drains #32, #42 and Red River Tributaries in Sections 2, 14, 23, 25, 35 and 36 of Noble Township. The Board discussed granting an extension to December 31, 2025.

A motion was made by Manager Colwell and seconded by Manager Thompson to approve the extension of the *Utility Permit* to install fiber optic cables under Drains #32, #42 and Red River Tributaries in Sections 2, 14, 23, 25, 35 and 36 of Noble Township to December 31, 2025. Upon roll call vote, the motion carried unanimously.

**Halstad Telephone Company – Utility Permits**

Chairman Lougheed noted Halstad Telephone Company is obtaining easements to install fiber optic cable within the boundaries of the North Cass Water Resource District. Chairman Lougheed stated he has informed Halstad Telephone Company that they will need Utility Permits to cross North Cass Water Resource District facilities, and he has provided contact information for the Water Resource District Attorney and Engineer to Halstad Telephone Company.

**Costello Drain**

Chairman Lougheed stated a group of property owners have submitted their names to the Water Resource District as an informal petition of support for turning Costello drain into a legal assessment drain. The matter will be further discussed at the next meeting.

**Legislative update**

Sean Fredricks briefly discussed legislative updates regarding water resource districts.

**Adjournment**

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

APPROVED:

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Ken Lougheed  
Chairman

ATTEST:

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Melissa Hinkemeyer  
Secretary