

## DRAFT

These are DRAFT minutes, subject to amendment before final approval by the Southeast Cass Water Resource District.

MINUTES OF SOUTHEAST CASS WATER RESOURCE DISTRICT  
SPECIAL MEETING  
ORIGINATING AT THE CASS COUNTY HIGHWAY DEPARTMENT  
HERITAGE CONFERENCE ROOM  
WEST FARGO, NORTH DAKOTA  
FEBRUARY 13, 2025  
8:25 A.M.

A special meeting of the Southeast Cass Water Resource District was held on February 13, 2025, at 8:25 a.m.

Present were Keith Weston, Chairman; Dave Branson, Manager; Rick Steen, Manager; Melissa Hinkemeyer, Director, Secretary-Treasurer; Elizabeth Smith, Administrative Assistant; Rita Nelson, Accounting Assistant; Sean M. Fredricks, Ohnstad Twichell, P.C.; Kurt Lysne and Alexa Ducioame, Moore Engineering, Inc.

### **Drain #27 – Improvement Project No. 2023-01 (64th Avenue S to 100th Avenue S)**

At the Board's meeting on May 9, 2023, the Board approved *Surface Drain Permit No. 6202* regarding Cass County Drain No. 27 Improvement Project No. 2023-01. The Board completed right of way acquisition in late 2024 and recently awarded a construction contract for the project. At the Board's January meeting, the Board approved issuance of a *Notice to Proceed* to the contractor. The Board's contractor plans to commence construction in the spring.

Section 89-02-01-09.11 of the North Dakota Administrative Code includes a two-year deadline on all surface drain permits. However, Section 89-02-01-09.12 of the North Dakota Administrative Code allows water resource districts to grant up to two one-year extensions. *Surface Drain Permit No. 6202* is set to expire in May and construction will not be complete by that expiration date. With that in mind, the Board determined a one-year permit extension will be necessary.

Manager Branson moved to approve a one-year extension of *Surface Drain Permit No. 6202*, and to authorize Secretary-Treasurer Hinkemeyer to provide notice of the extension to the Department of Water Resources. Manager Steen seconded the motion. Upon roll call vote, the motion carried unanimously.

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**Adjournment**

There being no further business to be considered by the Board, Manager Steen moved, and Manager Branson seconded to adjourn the meeting. The meeting adjourned without objection.

APPROVED:

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Keith Weston  
Chairman

ATTEST:

\_\_\_\_\_  
Melissa Hinkemeyer  
Secretary

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