

DRAFT

**These are DRAFT minutes, subject to amendment before final approval by the
Maple River Water Resource District.**

MINUTES OF MAPLE RIVER WATER RESOURCE DISTRICT MEETING
ORIGINATING AT THE CASS COUNTY HIGHWAY DEPARTMENT
HERITAGE CONFERENCE ROOM
WEST FARGO, NORTH DAKOTA
MARCH 6, 2025
9:00 A.M.

A meeting of the Maple River Water Resource District was held on March 6, 2025, at 9:00 a.m.

Present were Gerald Melvin, Chairman; Chad Miller, Manager; Dallas Hoffmann, Manager; Melissa Hinkemeyer, Director, Secretary-Treasurer; Elizabeth Smith, Administrative Assistant; Rita Nelson, Accounting Assistant; Sean M. Fredricks, Ohnstad Twichell, P.C.; Kurt Lysne, Alexa Ducioame, Brady Woodard, and Levi Hanson, Moore Engineering, Inc.; Mike Opat, Houston Engineering, Inc.; and Duane Breitling, Cass County Commissioner.

Approval of agenda

It was moved by Manager Hoffmann, seconded by Manager Miller, and unanimously carried to approve the order of the agenda, as amended.

Minutes

It was moved by Manager Miller, seconded by Manager Hoffmann, and unanimously carried to approve the minutes of the February 4 and 6, 2025, meetings, as presented.

Drain #34 Channel Improvement Project No. 2022-01

Alexa Ducioame stated that cost-share for the Drain #34 Channel Improvement Project No. 2022-01 has been approved by the State Water Commission. Once potential legislative changes impacting water resource districts are known, Moore Engineering, Inc. will bring back recommended next steps for the project.

Drain #37 Improvement Project No. 2022-01

Ms. Ducioame indicated the Drain #37 Improvement Project No. 2022-01 is on hold until the financing for the project is established. The Project may require a vote of the assessment district.

Drain #39 Improvement Project No. 2023-01

Ms. Ducioame reported Moore Engineering, Inc. is continuing to work on preliminary plans regarding the Drain #39 Improvement Project No. 2023-01. Moore Engineering, Inc. will continue to communicate with property owners on the project. Once right of way is acquired a cost-share application will be submitted to the North Dakota Department of Water Resources.

Lynchburg-Buffalo Project No. 2023-01

Sean Fredricks updated the Board on the status of the Lynchburg-Buffalo Project No. 2023-01. Ms. Ducioame reported that the Surface Drain permit application was submitted

DRAFT

to the North Dakota Department of Water Resources on February 5, 2025.

Discussion was held on the low water crossings regarding this Project. Kurt Lysne discussed property owners' wishes to relocate low water crossings to improve their agricultural operations. The Board did not express any concerns with the proposed changes to these low water crossings. Moore Engineering, Inc. will proceed with designs using the updated low water crossing locations and bring more information back to the Board at a future meeting.

Cornell Township Drainage Improvement District No. 80

Mr. Lysne reported that he remains in contact with the petitioners for Cornell Township Drainage Improvement District No. 80 regarding the project. The petitioners have selected a preferred project design and are gathering signatures for the updated petition. Once the petition is received, the Board can proceed with a benefits analysis and preparation for a vote.

Davenport Flood Risk Reduction Project

Alexa Ducioame updated the Board on the Davenport Flood Risk Reduction Project. Moore Engineering, Inc. continues to work with Burlington Northern Santa Fe Railway Company (BNSF) and Red River Valley & Western Railroad Company regarding an agreement related to operation and maintenance of the project. BNSF continues to review the agreement for the project.

Maple River low head dam hazard mitigation project

Ms. Ducioame reported that Moore Engineering, Inc. conducted the survey for the Maple River low head dam hazard mitigation project in January of 2025. Moore Engineering, Inc. is beginning the preliminary design for the Project.

Items for review and approval, with input from the Water Resource District Engineer

Mr. Lysne briefly reviewed two utility permit applications and their special conditions. Mr. Lysne did not have any concerns with the permit applications.

Manager Miller moved to approve the following Utility Permits with input from the Water Resource District Engineer:

- *Utility Permit* for CenturyLink Communications, LLC to install fiber and conduit under the Maple River south of County Highway 10; and
- *Utility Permit* for Midco to install 2x1-1/4" HDPE pipes under the Maple River and Maple River tributary south of County Highway 10.

Manager Hoffmann seconded the motion. Upon roll call vote, the motion carried unanimously.

Regional Conservation Partnership Program – Upper Maple River Watershed

Mr. Lysne updated the Board on the RCPP – Upper Maple River Watershed Plan. The Natural Resources Conservation Service (NRCS) completed their updates to the Plan and will send the Plan to the National Watershed Management Center for their review. Mr. Lysne reported there are some land owners interested in the progress of this Plan so

DRAFT

he recommends considering starting right of way acquisition as soon as there is an agreement with the NRCS for project design. The Board agreed.

Flood Risk Reduction Project Request Letter – Spring 2025

Brief discussion was held on the letter from the Cass County Flood Sales Tax Committee regarding projects to submit for their upcoming meeting. The Board does not have any projects to submit at this time. Mr. Lysne will update the committee on the Maple River WRD projects currently approved for funding through the Cass County Flood Sales Tax program.

Letter of engagement to the Office of the State Auditor for 2024 audit services

A motion was made by Manager Hoffmann and seconded by Manager Miller to approve the Letter of Engagement to the Office of the State Auditor for 2024 audit services for the Maple River Water Resource District. Upon roll call vote, the motion carried unanimously.

Bills

It was moved by Manager Hoffmann and seconded by Manager Miller to approve the payment of wire transfers and electronic funds transfers, as presented. Upon roll call vote, the motion carried unanimously.

New Cass County Engineer

Commissioner Duane Breitling reported that Kyle Litchy was appointed as the new Cass County Engineer. The Board directed the Secretary to invite Mr. Litchy to the next meeting.

Adjournment

There being no further business to be considered by the Board, it was moved by Manager Miller and seconded by Manager Hoffmann to adjourn the meeting. The meeting adjourned without objection.

APPROVED:

Gerald Melvin
Chairman

ATTEST:

Melissa Hinkemeyer
Secretary