

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.

**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:

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Melissa Hinkemeyer  
Secretary