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

MINUTES OF NORTH CASS WATER RESOURCE DISTRICT
ORIGINATING AT THE CASS COUNTY HIGHWAY DEPARTMENT
HERITAGE CONFERENCE ROOM
WEST FARGO, NORTH DAKOTA
APRIL 22, 2025
8:00 A.M.

A meeting of the North Cass Water Resource District (NCWRD) was held on April 22, 2025, at 8:00 a.m.

Present were Ken Lougheed, Chairman; Robert Thompson, Manager; Jay Colwell, Manager; Melissa Hinkemeyer, Director, Secretary-Treasurer; Elizabeth Smith, Administrative Assistant; Rita Nelson, Accounting Assistant; Sean M. Fredricks, Ohnstad Twichell, P.C.; Alexa Ducioame and Brady Woodard, Moore Engineering, Inc.; Duane Breitling, Cass County Commissioner; Tom Soucy, Cass County Highway Department; and Katrina Olson, Jacobs.

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 March 25, 2025, meeting, as presented.

Drain #13 – erosion at the bridge between Sections 10 and 15 of Wiser Township

Alexa Ducioame reported the State Water Commission approved the cost-share application and reviewed the *Agreement for Cost-Share Reimbursement*. Discussion was held on the timeline of the project.

A motion was made by Manager Colwell and seconded by Manager Thompson to approve and authorize the Chairman to sign the *Agreement for Cost-Share Reimbursement* with the State Water Commission regarding the study of the Drain #13 channel from Highway 81 to the outlet into the Red River. Upon roll call vote, the motion carried unanimously.

Drain #26 – Erosion on the inslope of County Road 34

Tom Soucy stated the Cass County Highway Department noted erosion along Drain #26 on the inslope of County Road 34 near the confluence of Drain #13. The Board directed Moore Engineering, Inc. to monitor the area and the Board will follow up as funding becomes available.

Drain #42 – Slides east of Cass County Highway 31

Ms. Ducioame reported the State Water Commission approved the cost-share application and reviewed the *Agreement for Cost-Share Reimbursement*. Ms. Ducioame reported the Cass County Flood Sales Tax Committee approved 90% cost-share for design of the Project. Brady Woodard indicated he may reach out to an adjacent landowner to discuss right of way for the project.

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A motion was made by Manager Colwell and seconded by Manager Thompson to approve and authorize the Chairman to sign the *Agreement for Cost-Share Reimbursement* with the State Water Commission regarding the Drain #42 slides repairs east of Cass County Highway 31. Upon roll call vote, the motion carried unanimously.

Costello Drain

Chairman Loughheed reported that property owners would appreciate a rough estimate of what the cost might be per property owner for the Costello Drain project. Ms. Ducioame indicated Moore Engineering, Inc. will compare the price of similar drain projects to provide a rough estimate of the cost per property owner. The Board discussed the potential assessment district boundaries for the Costello Drain. Moore Engineering, Inc. will bring more information to a future meeting.

Notification to Install a Subsurface Water Management System for Aim Ag Drainage in the NW 1/4 of Section 4 and NE 1/4 of Section 4 in Page Township

The Board received and filed the *Notification to Install Subsurface Water Management System* for Aim Ag Drainage in the NW 1/4 of Section 4 and NE 1/4 of Section 4 in Page Township.

Weed Control

Discussion was held on the three weed control bids that were received. All three contractors have worked for NCWRD in the past. The Secretary prepared a comparison of the bids using previous years' data. Manager Colwell proposed not spraying NCWRD facilities this year. Chairman Loughheed discussed the differences between spraying with a drone and with a helicopter. The Board discussed a different approach to weed control this year by testing different methods including the use of drones or a helicopter with a narrow boom width.

A motion was made by Manager Colwell and seconded by Manager Thompson to forego weed control efforts on NCWRD facilities for 2025 and approve and authorize the Chairman to sign an Agreement with DL Barkie Construction Inc. to test drone use for weed control efforts. Upon roll call vote, the motion carried unanimously.

Mr. Woodard noted that the Board should consider spraying for spotted hemlock as it is a noxious weed. The Board directed Mr. Woodard to talk to the Cass County Weed Control Officer to inquire if they can identify and spray spotted hemlock on NCWRD facilities.

North Dakota Insurance Reserve Fund (NDIRF) – Annual Meeting Proxy

The Secretary reported a letter was received from the North Dakota Insurance Reserve Fund providing notice of their upcoming annual meeting and proxy for the election of officers.

A motion was made by Manager Colwell and seconded by Manager Thompson to abstain from signing the North Dakota Insurance Reserve Fund annual meeting proxy for the election of officers. Upon roll call vote, the motion carried unanimously.

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Bills

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

Cass County Flood Sales Tax Committee Meeting Update

Manager Thompson briefly updated the Board on the outcome of the recent Cass County Flood Sales Tax Committee meeting regarding Elm River Dam Nos. 1, 2, and 3. The next meeting will be held in November.

Legislative Update

Sean Fredricks reported on legislative items that impact the water resource districts including cost-share percentages and economic analyses regarding watershed districts.

Adjournment

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

APPROVED:

Ken Lougheed
Chairman

ATTEST:

Melissa Hinkemeyer
Secretary