

North Prairie Regional Water District
November 25, 2025 - Regular Meeting Minutes
City of Minot Public Works Building @ 1025 31st SE, Minot

Directors Present: Kelly Drevecky, Dan Ruby, Darrel Loftesnes, Mike Rudnick, Daryl Lies, Crystal Hendrickson. Directors Absent: Austin Hanson. Also present: General Manager Craig Haskins, Office Manager Karla Anderson, Operations Manager Joddy Meidinger and members of the public.

The meeting was called to order at 10:00 AM by Ruby. Anderson called the role.

Public Comments

No one wished to speak.

Meeting Agenda

Ruby requested to amend the agenda and move Jacob & Abby Abel: (Marking Paint on Driveway) from New Business to right after approval of the meeting minutes. Ruby also asked that a by-laws committee update be added to old business. Moved by Loftesnes, seconded by Hendrickson to approve the agenda. Voice vote; all voted yes.

Meeting Minutes

Moved by Loftesnes, seconded by Hendrickson to approve October meeting minutes. Voice vote; all voted yes. Moved by Loftesnes, seconded by Drevecky to approve November 14 Special Meeting Minutes. Voice vote: all voted yes.

Jacob & Abby Abel (Marking on Paint Driveway):

Abby Abel addressed the Board about marking paint that an employee applied to their driveway during an 811 locate. Abby went through the steps which NPRWD did to remove the marking paint at the suggestion of Stacey Abel, who obtained the information from a Google search. Abby stated that the methods NPRWD used to remove the paint damaged the surface and structure of the concrete. Abby provided pictures of the marking paint on the concrete and the cleaning results. Abby wants the damaged concrete panels replaced and received a cost estimate of \$12,000. Discussion was had and the consensus was to wait until spring, and reevaluate the concrete condition at that time. Haskins will reach out to Abby & Jacob Abel in the spring.

Financials

Haskins presented the financial report and stated there was \$7,440,234.35 in cash on hand, which includes designated accounts and checking/savings. The Riverdale 91-01 & 91-03 was

discussed. Money can be used to pay down loan debt. Recommendations will be provided at a future board meeting once more information is compiled. Moved by Lies, seconded by Rudnick to approve the financial report. Roll call; all voted yes.

Old Business

- Lies provided an update on the formation of the By-Laws Committee. No meeting has been held yet. He still needs to contact one more person.
- Teresa Sundsbak's amended separation agreement was discussed. Moved by Lies, seconded by Rudnick to approve the amended separation agreement. Roll call; all voted yes.
- Ruby discussed the Water Cents program funds. He asked everyone to come back to next month's meeting with ideas on how to allocate the funds.
- Haskins asked the directors to amend the budget to include an increase of \$6,000 to the O&M sewer. Moved by Lies, seconded by Drevecky to approve the budget increase of \$6,000 to O&M sewer. Roll call; All voted yes.
- Moved by Loftesnes, seconded by Drevecky to amend the budget to decrease the USDA 91-12 Ward/Mclean/McHenry 2013B loan payment by \$1,000. Roll call; all voted yes.

New Business

- Ruby discussed transparency with the Board of Directors and asked the board for suggestions or ideas on how the district can be more transparent.
- Haskins presented a language change for the employee handbook in sections 4.6 and 4.7 regarding vacation & sick leave accrual. The presented wording states the hours will be accumulated per pay period. Lies asked for the word "may" changed to "shall" in the following sentence "Employees shall not be paid for the accumulated sick leave at the time of retirement or termination."
- Moved by Lies, seconded by Rudnick to approve the new language as presented and to replace the word "may" to "shall". Roll call; all voted yes.

Interstate Engineering

Jed Hastings attended via video conference. Moved by Rudnick, seconded by Loftesnes to approve pay request #5 in the amount of \$474637.81 to Abbott, Arne, Schwindt, Inc. Roll call; all voted yes. Hastings gave an update on Mountrail Phase III update. 10 users have been added. Hastings gave a presentation on Rice Lake and what the future improvements would cost if all the proposed sub-divisions were to be built.

A brief recess was called from 12:07 PM until 12:12 PM.

General Manger's Report

Haskins reviewed domestic water production reports. He presented a schematic of the water treatment process to help explain the preventative maintenance projects completed on the water treatment plant. This includes cleaning the aerator, where extensive iron buildup was plugging up the system and the system was not oxidizing as it should. Aerator had not been

cleaned since it was put online 8 years ago. From now on it will be cleaned or inspected every 6 months. Plant had to be shut down during the process, and because of time constraints was completed in 2 stages over the course of 2 weeks. The paddle mixer and pre-sedimentation basin were also cleared of sludge buildup. There was a water break south of Burlington by 51 Pines. A 2" PVC Tee cracked. It was seeping water and identified and reported by a nearby resident.

Adjournment

Next meeting is to be held at the same time and location on December 23, 2025. Moved by Lies, seconded by Loftesnes to adjourn. Voice vote; all voted yes. Meeting was adjourned at 12:25 PM.

Minutes by Crystal Hendrickson, Secretary.