FLOOD DIVERSION BOARD OF AUTHORITY
FEBRUARY 25, 2016—1:00 PM

1. MEETING TO ORDER

A meeting of the Flood Diversion Board of Authority was held Thursday, February 25, 2016, at 1:00 PM in the Fargo City Commission Room with the following members present: Cass County Commission representative Darrell Vanyo via conference call; Cass County Commissioner Mary Scherling; West Fargo City Commissioner Mike Thorstad; Fargo City Commissioner Mike Williams; Fargo City Commissioner Melissa Sobolik; Cass County Joint Water Resource District Manager Rodger Olson; Clay County Commissioner Kevin Campbell; and Moorhead City Council Member Nancy Otto. Also present was ex-officio member Gerald Van Amburg, Buffalo-Red River Watershed District. Fargo City Mayor Tim Mahoney was absent.

Staff members and others present: Cass County Administrator Keith Berndt; Fargo City Administrator Bruce Grubb; Moorhead City Manager Michael Redlinger; Clay County Administrator Brian Berg; Cass County Engineer Jason Benson; Fargo City Director of Engineering Mark Bittner; Fargo City Engineer April Walker; Moorhead City Engineer Bob Zimmerman; and Bruce Spiller, PE, CH2M.

2. MINUTES APPROVED

MOTION, passed

Mr. Campbell moved and Ms. Sobolik seconded to approve the minutes from the February 11, 2016, meeting as presented. Motion carried.

3. AGENDA ORDER

MOTION, passed

Mr. Campbell moved and Ms. Otto seconded to approve the order of the agenda. Motion carried.

4. ADMINISTRATIVE/LEGAL UPDATE

Attorney Erik Johnson asked the board to consider adopting protocol to sign documents previously approved by the board in the event the chair and vice chair are not available. He suggested the city administrator and county administrator be authorized to sign documents under these circumstances.

MOTION, passed

Mr. Williams moved and Mr. Campbell seconded to authorize the Cass County Administrator and Fargo City Administrator to sign documents in the absence of the Diversion Board of Authority Chair or Vice Chair. Motion carried.

5. TECHNICAL UPDATE

Recommended Contract Actions Summary

Mr. Spiller discussed the following contract awards:

Contract Awards

- Reiner Contracting Inc.—Phase 2 of El Zagal levee constructing approximately 1,000 linear feet of earthen levee and flood wall, gatewell structure, eight residential demolitions, sanitary lift station, and other components in the amount of $1,515,798.64;
- Industrial Builders, Inc.—Mickelson levee extension constructing earthen levee, road reconstruction, and underground utility relocation in the amount of $659,910.00.

MOTION, passed

Mr. Williams moved and Ms. Otto seconded to approve the appropriation of funds for contract awards with Reiner Contracting, Inc. and Industrial Builders, Inc.; and recommend approval of the appropriation of funds by the Dakota Metro Flood Board for the Diversion Authority. On roll call vote, the motion carried unanimously.

6. FINANCE UPDATE

CH2M Hill Task Order

Mr. Berndt said the task order with CH2M Hill extends the period of performance from February 26, 2016, to March 11, 2016. The details are still being worked on the scope of services for the remaining nine months of the year. Staff will either bring back the task order at the next meeting or request another extension of the contract if the task order is not ready for approval at the next meeting.

MOTION, passed

Ms. Sobolik moved and Mr. Thorstad seconded to approve Task Order No. 5 with CH2M Hill extending the period of performance from February 26, 2016, to March 11, 2016. On roll call vote, the motion carried unanimously.

Ernst & Young Task Order

Mr. Berndt said the task order with Ernst & &Young will be ready for consideration at the next board meeting.

7. NEXT MEETING DATE

The next meeting will be held on Thursday, March 10, 2016, at 3:30 PM.

8. ADJOURNMENT

MOTION, passed

On motion by Ms. Sobolik, seconded by Mr. Campbell, and all voting in favor, the meeting was adjourned at 1:09 PM.

Minutes prepared by Heather Worden, Cass County Administrative Assistant