

MINUTES

CASS RURAL WATER USERS DISTRICT

January 22, 2026

The Cass Rural Water Users District Board of Directors met on Thursday, January 22, 2026, at 6:00 p.m. at Cass Rural Water Users Office in Kindred, North Dakota. The following Directors were present:

Keith Finger	Brad Koetz	Todd Ellison
Barry Bowman	Jeff Zaun	
Jon Zuther	Alan Idso	

The following Director participated by phone:

Marc Rue

The following Director was absent:

Toby McPherson

Also present was Manager Brent Brinkman, CFO Scott Mann, Kellen Grubb of AE2S and Sean Fredricks of Ohnstad Twichell.

The minutes of the December 18, 2025 regular meeting were approved as presented.

Manager Brent Brinkman presented the summary of cash and investments for December 2025.

Director Finger moved and Director Ellison seconded a motion to approve the consent agenda. Motion Carried.

A. PAY CERTIFICATE NO. 9 – CRWD NEW OFFICE – LEE JONES & SON

Director Koetz moved and Director Finger seconded a motion to approve Pay Certificate No. 9 on CRWD New Office with Lee Jones & Son for the amount of \$51,621.33. Motion Carried.

B. AGREEMENT FOR COST-SHARE REIMBURSEMENT – CRWD 2026 SYSTEM IMPROVEMENTS

Director Ellison moved and Director Idso seconded a motion to approve and sign the Cost-Share Reimbursement on the 2026 System Improvements project with the State Water Commission. Motion Carried.

C. TASK ORDER NO. 29

Director Idso moved and Director Koetz seconded a motion to approve Task Order No. 29 with AE2S in the amount of \$124,500. Motion Carried.

D. AGREEMENT FOR COST SHARE REIMBURSEMENT – CRWD RESERVOIR J EXPANSION

Director Finger moved and Director Zaun seconded a motion to approve and sign the Cost-Share Reimbursement Agreement on the Reservoir J Expansion project with the State Water Commission. Motion Carried.

E. CRWD WATER PURCHASE AGREEMENT WITH WEST FARGO

Director Idso moved and Director Finger seconded a motion to approve the Water Purchase Agreement with West Fargo. Motion Carried.

F. UTILITY BILLING/ACCOUNTING SOFTWARE UPDATE

Director Koetz moved and Director Ellison seconded a motion to approve Tyler Technologies for new utility billing and accounting software with upfront cost of \$72,810 and yearly cost of \$39,970 for a total of \$112,780 for the first year and \$39,970 for the following two years of the contract. Motion Carried.

G. NEW TRUCK PURCHASE

Director Idso moved and Director Finger seconded a motion to approve the new truck purchase from Gateway Chevrolet for \$42,877.78. Motion Carried.

H. CONSENT TO ASSIGNMENT OF DEVELOPER AGREEMENT

Director Ellison moved and Director Koetz seconded a motion to approve the Consent to Assignment of Developers Agreement for Willow Grove 1st Development to TCC Willow Development, LLC. Motion Carried.

Manager Brinkman reported on the District's operations for the month of December 2025.

The next regular Meeting was set for Thursday, February 26, 2026 at 6:00 p.m. in Kindred, North Dakota.

There being no further business brought to the Board, the meeting was adjourned.

Barry Bowman, Secretary