

GREATER RAMSEY WATER DISTRICT REGULAR MEETING

January 7, 2021

DIRECTORS PRESENT: Doug Mohr, Jay Klemetsrud, Les Windjue, Paul Becker, David Hovendick, Allen Johnson, Gilbert Black

OTHERS PRESENT: Nels Halgren, Sally Herda – GRWD

The meeting was called to order at 8 a.m. by President Johnson at the District office.

Minutes from the December 10, 2020 regular meeting were reviewed. Motion by Windjue, seconded by Hovendick to approve the minutes. All directors voted aye and **motion carried**.

Manager Report

- **Annual meeting** – Halgren stated that notice had been sent out in the newsletter that the annual meeting would be held in the District's shop on February 2, 2021 at 7 pm. The notice also stated that ND Department of Health guidelines would be followed for gatherings due to the Covid-19 pandemic. Bartlett & West will no longer be providing cash door prizes and the directors authorized \$200 in gift cards to be purchased for drawings.
- **Crary meter and radio evaluation update** – Crary's AMR reader was fixed and read 55 meters. Of these, 27 of the AMRs have been hooked up to the meter and 8 of the readings were unaccounted for. This information has been provided to Crary's auditor. Photos taken of the meters have been attached to the resident's locations on the mapping system. Halgren stated that if the curb stops can be worked, there may not be as much as previously thought that needed to be done inside at the meter location. Halgren will continue the assessment and in February or March, the District should have enough information to meet with Crary to evaluate their system and determine how to proceed.
- **Lakota water service update** – It appears likely that the District will be serving Lakota through the Tri-County connection until Memorial Day. Grant funding is in place for the repair work/line installation and Tri-County will be able to pull water from Lakota's clearwell following completion of this work. Tri-County has been able to stay within the parameters of the GRWD allocation while serving Lakota, due to their change of operation by purchasing supplemental water from McVille. Service to Lakota should be finished by spray season time.
- **Treatment plant update** – The filter affected by the valve failure has been put back on line. The company (Kurita) that replaced the valve has taken the failed one with them to see if they can find out what happened. While the technician was on-site, he tested the media and found that it was higher, which can happen over time if the filters aren't over backwashed. A core sample could be taken to determine the integrity of the media. Halgren stated the box with the controllers is 30 years old and runs automatically while still having a manual process that can be used as a backup. Kurita is coming up with a proposal to update the controllers with a touchscreen i-pad that can be controlled over the phone.
- **Community College Foundation letter** – A letter requesting a donation towards the Hofstad Ag Center was received and discussed. No action was taken.
- **Bulk rate discussion** – A review of the bulk rates, contracted gpm and type of service were discussed. The contract for Glenfield and Kensal ends in 2022. Base rates will be kept the same this year and will be reviewed for the contract renewal.
- **Webster service area policy planning** – The directors continued previous discussion on ways to address the spray season demand in this area of the system. Scenarios provided

by Bartlett and West were reviewed. Some of the discussion included flow restrictors for non-household use, temporary booster, additional water purchase from NRWD and flow restrictions on commercial accounts. Possible locations for a temporary booster were discussed and the District will plan for a temporary booster to see what effect it has for those users on the end of the line that lose pressure and supply. This option will be evaluated for effectiveness before taking additional measures.

- **Future project discussion** – Halgren has been taking names of those interested in rural water service and indicated that they are high cost. GRWD is not on the state plan for any project and it is likely that no grant funding will be available for some time. The District’s construction policy was reviewed and may be adjusted to allow for additional cost share allowance.

Office Manager Report

- **Accounts Payable** – Motion by Black, seconded by Mohr to authorize payment of the December bills. **All directors voted aye and motion carried.**

	<u>WATER</u>	<u>SEWER</u>	<u>PROJECTS</u>
TOTALS	674,683.45	10,066.11	3,234.76

- **Financial report**– Financial and expansion reports for December were reviewed. Motion by Black seconded by Mohr to approve the reports. All directors voted aye and **motion carried.**
- **Year-end items**
 - **Expansion fund closeout** – Project has been completed and final request for grant funding has been submitted to the State Water Commission (SWC). Motion by Mohr, seconded by Black to close the 511 expansion fund, transfer \$211,142.73 from the 521 base rates to 511 fund and to deposit the final grant payment from the SWC into the 521 fund when received.
 - **Budget amendments** – 521 fund - \$1,035.83. The 2020 revenues and expenditures were reviewed. It was noted that there were far more hookups and memberships in the year than were budgeted and given the pandemic – was a surprise. Motion by Mohr, seconded by Hovendick to amend the 521 fund in the amount of \$1,035.83. **Motion carried** unanimously.

Other Business

- **By-laws** – Review of the District’s by-laws will be placed on the February meeting agenda.

The February meeting was rescheduled for February 9, 2021 at 8 a.m.

There being no further business, the meeting adjourned by motion at 10:09 a.m.

Minutes Approved: _____ February 9, 2021 _____

Allen Johnson, President _____ (signed) _____

Sally Herda, Office Manager _____ (signed) _____