

GREATER RAMSEY WATER DISTRICT REGULAR MEETING

November 9, 2022

DIRECTORS PRESENT: Paul Becker, David Hovendick, Doug Mohr, Gilbert Black, Jay Klemetsrud

DIRECTORS ABSENT: Les Windjue, Allen Johnson

OTHERS PRESENT: Nels Halgren, Sally Herda, Lonnie Lacina – GRWD; Sarah Sesselman, Chris Clauson – AE₂S

The meeting was called to order at 9:27 a.m. by President Hovendick at the District office.

Minutes from the October 6, 2022 regular meeting were reviewed. Motion by Mohr, seconded by Klemetsrud to approve the minutes. All directors voted aye and **motion carried**.

Manager report

- **North System Improvements update** – Sarah Sesselman introduced Chris Clauson as one of the team members on the project. Packet of information was reviewed. Included was a well report, drillers log, bid package schedules (1-5), engineer's request for payment and project budget. Bid package #1 (transmission line) must have plans and specifications to be 100% completed by December 22, 2022 for submission to the State Water Commission for inclusion in the 21-23 biennium. Bid package #2 (new well construction – quotes only) will also be submitted at the same time for funding approval in the current biennium. Bid packages 3-5 will be requesting funding in the 23-25 biennium. Project timelines for each of the project components were reviewed. The DWR meeting to approve construction funding will be held on February 9, 2023 and it is anticipated the District's project will be awarded funding. The February, 2023 board meeting date was rescheduled to February 16, 2023 to award construction contract (bid package 1) and to hire the driller and proceed with well construction (bid package 2) as indicated on the time line. AE₂S presented invoice #83552 in the amount of \$35,000 for Task Order #2. Motion by Black, seconded by Mohr to approve the invoice for payment. All directors voted aye and **motion carried**.
- **Pekin infrastructure turnover update** – The City of Pekin has signed the agreement for the transfer of ownership, operation and maintenance and management of the water infrastructure in the City. Motion by Black, seconded by Becker authorizing the President to sign the agreement for the transfer of service. All directors voted aye and **motion carried**. Staff will begin to change out the meters within the City, work the curb stops and complete GIS mapping.
- **Water service inquiry – Oswalds Bay** – Lacina reported that he had received a request for service in the Oswalds Bay area. A line was not run into the subdivision and if service is requested, it must be installed from the closest line.
- **Lakewood Bible Camp update** – The Bible Camp has been making street improvements at their facility and elected to install new septic tanks rather than risk failure of the existing tanks underneath the concrete street. Two new tanks were installed, one at Motel A and the second at Motel B. The 3 existing tanks at Motel A and the 2 at Motel B were pumped, capped at the main, crushed and filled in. Additionally on old existing tank that was used as a camper dump was also capped. This tank had been removed from the billing years ago. The current billing for sewer will be updated reflecting the change in the number of tanks remaining in service following this work. Tanks will be pumped according to the commercial schedule.

- **Pickup update** – The fleet program for pickup purchase was not available for the current year. One pickup was ordered for \$16,000 plus trade.
- **Manager contract negotiation** – The committee reported they had met with Lacina for wage negotiation and recommend that he start at step 5 of the manager wage scale. Motion by Klemetsrud, seconded by Black to accept the committee recommendation for Lacina’s employment as manager of the District. All directors voted aye and **motion carried.**
- **Water break update** – Lacina updated the directors on water breaks that occurred during October. A line was hit along Highway 19 near the airport. A break at Crary was also fixed. There was general discussion on the availability of contractors available for these circumstances.
- **2023 budget items** – A memo outlining the budget committees considerations for the 2023 budget were reviewed and discussed. Budget will be presented at the December meeting for approval.

Office manager report

- **Accounts Payable** – Motion by Becker, seconded by Klemetsrud to authorize payment of the October bills. **All directors voted aye and motion carried.**

	<u>WATER</u>	<u>SEWER</u>
TOTALS	1,134,887.04	30,900.66

- **Financial report-** Financial report for October was reviewed. Motion by Black seconded by Klemetsrud to approve the financial report. All directors voted aye and **motion carried.**

Membership termination

- Clint Campbell – Eagle Bend #2, Lot 2 – by request. Motion by Becker, seconded by Black to terminate membership. **Motion carried.**

Other business

- Retirement party for Halgren – An open house will be scheduled to honor Halgren for his upcoming retirement from the District.

Next meeting will be held December 8, 2022.

There being no further business, the meeting adjourned by motion at 11:15.

Minutes Approved: _____ December 8, 2022 _____

David Hovendick, President _____ (signed) _____

Sally Herda, Office Manager _____ (signed) _____