

GREATER RAMSEY WATER DISTRICT REGULAR MEETING

October 6, 2022

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

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

The meeting was called to order at 8:00 a.m. by President Hovendick at the District office.

Minutes from the September 8, 2022 regular meeting were reviewed and discussed. Motion by Mohr, seconded by Becker to approve the minutes. All directors voted aye and **motion carried**. Motion by Mohr, seconded by Johnson to clarify action from the September 8 meeting to hire Lonnie Lacina as manager subject to negotiated terms. All directors voted aye and **motion carried**. The committee will meet with Lacina to negotiate terms and wages for employment as the District's next manager to succeed Halgren upon his retirement. All directors voted aye and **motion carried**.

Manager report

- **Transmission line break review** – Halgren reviewed a recent break in the transmission line that occurred south of Crary on September 16. Break occurred in a slightly different area and was located east of isolation reroutes, resulting in customers being without water. A temporary line was installed at the Crary booster to supply the 3" line south of US highway 2 to restore service to all but 2 users overnight. The break was fixed the following day.
- **Pekin infrastructure turnover update** – Halgren updated the board on the progress for turnover. The agreement was sent to Pekin in September and they have some changes they would like made. The plumbing language for any corrective work in metered locations was removed. Cost of \$400 per meter was given to change out the meters and install reading equipment. The pump house sits on property owned by the City and the City would like to continue use of the property for City functions, such as Pekin Days. Easements and mapping are being worked on locally by staff. Fifty-two meters and radios were delivered to GRWD from Ferguson, but were only Version 3, with all GRWD new installs at Version 4. GRWD has reordered the meters to match the current reading system; however, only 22 are available at the present time and should arrive by month end. Fifty meters were ordered, the balance of which are set for March delivery. Approximately 39 users are full-time and these will be concentrated on for meter replacement when meters arrive.
- **New Resort – West Bay Heights membership requirement** – A new resort is being built in the West Bay Heights area and will have 8 cabins plus an office. Membership requirements were discussed since this was a newly constructed area of the system and still in payback of the local cost share. George Herman is also adding onto his resort area and may be using up his last membership for this purpose. Also discussed were two new resort areas in the Ridgewater area. The new resort at West Bay Heights will need a larger meter pit to handle their water needs. The directors indicated that one membership, along with a monthly commercial rate would be sufficient to meet requirements for this connection.
- **R900 tailored analysis** – An updated R900 tailored analysis was completed by Ferguson to evaluate a hybrid system to read meters through a fixed base gateway using two

collectors or through cellular operated end points to obtain readings from those areas that would be out of range of the collectors. The analysis included evaluation of existing radio units as they near the end of warranty and upgrading them to Version 4 (V4). This version would provide daily reads if using a fixed base and were within range of the collector. All radios currently being installed are V4. One of the collectors would be located at the north tower and the proposed location for the second one is along the curve of Highway 2 east of Devils Lake. There was discussion on use of the proposed reservoir at the Crary booster station as location for the 2nd collector and this information will be conveyed to the engineers for planning purposes on the reservoir project. The cellular based units come with a 10 year data plan and would provide readings four times each month. The daily reads from the fixed base would provide real time usage and would capture customer issues almost immediately as well as to monitor for system loss. Full cost for the system upgrade was reviewed as well as a yearly cost to get started. The initial yearly cost would include one fixed base and 20 cellular units. This would allow for evaluation of the cellular based system as well as evaluation of the fixed base using the existing radios to determine how many readings are actually captured through the fixed base with radio changeout as battery life ends. Existing radios that are not V4 could still be read through the fixed base if within range of the collector, but would not provide daily usage. The one year price quotation will be used for budgeting purposes for next year's budget.

- **AE2S Task Order #2** – Sarah Sesselman met with the directors with an opinion of probable project costs and to present Task Order No. 2, Pre-Construction Engineering. GRWD has secured \$785,000+ funding to date through the State Water Commission. (\$590,000 state, \$195,326 local cost share) for preconstruction engineering. There was discussion on the 16” transmission line having the same capacity as the existing 14” line and the plan to decommission the 14” transmission line. The project calls for all connections from the existing transmission line be transferred to the proposed 16” line with the idea of keeping all services live during construction and to ultimately save future costs. The 14” line would continue to be used as long as it is viable, but would be decommissioned should it fail. The 16” line allows for a higher pressure to be used, thus achieving a higher delivery of water. A gain of 370 gpm could be obtained through the 16” line by increasing pressure 10 psi. Until the 14” line is decommissioned, a PRV may need to be installed to knock down the pressure to handle the change in pressure between the two lines. A meeting on site for the proposed new well location was held with the well driller. An option of tying into the existing lines going into the treatment plant was mentioned and discussion was held on bringing a separate line to the plant or design a 12” shared line. The design plans for future potential that may be needed and is forward looking to be more easily upgraded. LTP (well driller) plans to be on site the week of October 10 to drill a test well. This cost is grant eligible and included under the pre-construction engineering costs. Sesselman explained that Task Order No. 2 puts the team together for the project and takes it through the bidding. Construction estimate is \$710,000 and project must be bid before funding can be secured. Motion by Becker, seconded by Klemetsrud to authorize the President to sign Task Order No 2 for the GRWD-North System Improvements Project. All directors voted aye and **motion carried.**
- **Pipe relining at main lift station** – The directors watched a short video showing the results of the pipe lining at the main lift station. The relining work was completed at a significant cost savings as opposed to excavating the line to make repairs.

Office manager report

- **Accounts Payable** – Motion by Windjue, seconded by Johnson to authorize payment of the September bills. **All directors voted aye and motion carried.**

	<u>WATER</u>	<u>SEWER</u>
TOTALS	122,507.88	29,459.23

- **Financial report-** Financial report for September was reviewed. Motion by Mohr seconded by Black to approve the financial report. All directors voted aye and **motion carried.**
- **CD rate bids** – Bids for investing funds were reviewed. Motion by Mohr, seconded by Becker to invest half for 6 months and half for 1 year with the highest bids submitted by First United Bank. All directors voted aye and **motion carried.**
- **Special assessment notice** – Notice from the City of Devils Lake for the special assessments for street improvement work was reviewed and will be paid in full by October 28, 2022.
- **ND Water magazine participation for 2023** – Currently the District provides the ND Water magazine to customers each quarter. Due to rising costs, a new fee schedule is being implemented for 2023, based on the number of issues the District provides to its members. Upon reviewing the fee schedule, the directors chose to continue with the quarterly subscription.

Other Business

- Budget committee – Hovendick, Mohr and Becker will serve as the budget committee for the 2023 budget year.

Next meeting will be held Tuesday, November 8, 2022.

There being no further business, the meeting adjourned by motion at 10:05.

Minutes Approved: _____ November 9, 2022

David Hovendick, President _____ (signed)

Sally Herda, Office Manager _____ (signed)