

# GREATER RAMSEY WATER DISTRICT REGULAR MEETING

October 7, 2021

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

**DIRECTORS ABSENT:** Doug Mohr

**OTHERS PRESENT:** Nels Halgren, Sally Herda – GRWD

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

Minutes from the September 9, 2021 regular meeting were reviewed. Motion by Windjue, seconded by Johnson to approve the minutes. All directors voted aye and **motion carried.**

## Manager Report

- **ARPA (American Rescue Plan Act) grant update** – Halgren reported he had participated in a Rural Water zoom meeting to discuss the state’s ARPA funding availability for rural water. Additional funding on current projects statewide has been requested due to cost over runs resulting from product availability and changing prices. Funding for one-time projects could be requested. Rural water systems as a group are requesting funding rather than seeking project funding individually. Halgren also had conversation with Jeff Frith, Ramsey County Chairman to discuss funding availability at the county level with local ARPA funding. Some potential uses of the funds include sewer at Emerald Ridge, transmission line work, treatment plant improvements and grant program for county residents that may be high cost to connect to rural water. The county is in the process of developing an application form for use. The State and County have separate ARPA funding.
- **2022 projects discussion – TP upgrades, transmission line and high-cost users** – Numbers from the treatment plant for firm capacity, production, peak demand and overall usage during the 2021 peak demand were reviewed. As the customer base has expanded over the years, demand for water has increased. As the District has been purchasing water from the City of Devils Lake to supplement the system, the operation of the plant was discussed along with the scenario of downtime caused by any number of factors and the impact this would create. A 4<sup>th</sup> well could be drilled and filters could be added to the plant. The transmission line experienced another break and Halgren reported the pipe appeared to indicate that stress is a factor in these breaks. With the recent COSA conducted by AE2S, the District is better positioned to plan for these projects. The consensus of the board is to begin the process to position the District for funding of one-time projects. Motion by Windjue, seconded by Hovendick to advertise for a request for engineering proposal for improvements to the water treatment plant. All directors voted aye and **motion carried.**
- **Emerald Ridge – Developer’s agreement payment review** – Halgren reported that water lines have been installed in the subdivision and the developers have paid for 10 memberships to take advantage of the District’s cost share program. Graveling is being done at this time, nothing has been started for sewer. Total construction cost is \$78,000 with developer share of \$48,000 to be paid by December billing and monthly billing to begin January 1, 2022.
- **Developer cost share amounts** – Dakota Shores total construction costs were \$47,990 with a total number of memberships paid at 8, leaving the developer share of the construction at \$23,990. This had been paid. Dakota Shores only needed to pay for one

additional membership as the remaining 7 came through sales of their newly developed lots. Ackerman’s commercial area total construction cost was \$20,528 (50% cost share) leaving a balance due from Ackerman of \$10, 264 and 2 memberships. The Ackerman Valley construction was \$23,960 with Ackerman opting for 6 memberships (paid) leaving a developer construction cost at \$5,960. Monthly service bills in the Dakota Shores and Ackerman development areas begins October 1, 2021.

- **COSA (Cost of service analysis) – Recommendations for 2022 budget** – The model for the COSA was provided to the District and Halgren and Herda received training on how to utilize the model in the budgeting and rate development process. Directors indicated that the District should work toward equalization beginning with the 2022 budget.
- **Lakeshore service request review** – Discussion continued from the September meeting on allowing water service at locations previously serviced. Halgren stated the County is concerned with people moving back to the shoreline of the lake as lake levels have dropped. As long as the curb stop is viable, Halgren stated he would allow connection to the rural water. Most of these areas will not have access to the sewer. There was discussion on above ground septic holding tanks. These would be ideal for campers as they slide under the axles and would be the easiest solution.
- **Tank inspections update** – Bartlett & West completed inspections on both the north tower and Pare tank. The inside of the north tower looked good. The Pare tank had more sediment inside than what was expected. The tank could be acting as detention time from the treatment plant due to the amount of water that was produced during peak demand. Coating in the Pare tank was in good shape. The exterior on the north tank needs cleaning to remove the mildew. The budget for next year will include work to the south tank that had some concerns identified on its inspection earlier this year.
- **2022 budget committee members appointment** – Motion by Windjue, seconded by Black to place Mohr, Hovendick and Becker on the budget committee for development of the 2022 budget. All directors voted aye and **motion carried**.
- **TOS report** – Halgren reported on a theft of service for Dustin Moen. Water was turned on by the user following shut off for non-payment. Letter was sent with assessment of \$1000 fine.

**Office Manager Report**

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

	<u>WATER</u>	<u>SEWER</u>
<b>TOTALS</b>	<b>183,015.26</b>	<b>26,834.81</b>

- **Financial report**– Financial report for September was reviewed and third quarter numbers reviewed. Motion by Klemetsrud, seconded by Johnson to approve report. All directors voted aye and **motion carried**.
- **2022 annual meeting date/bylaws** – The annual meeting for 2022 was set for February 8, 2022. Windjue, Johnson and Black agreed to sit on the committee to review the bylaws for changes. Items previously discussed were approval of treasurer’s report at the annual meeting, staggering of terms within each ward and annual meeting date.

**Membership transfer**

- Brian Reslock to Tom McEnroe – developer option – Reslokken Sub
- Charles Mertens to Cody Willoughby – developer option – Cliffs Sub

Motion by Windjue, seconded by Black to approve the membership transfers. All directors voted aye and **motion carried.**

**Membership termination**

- Daniel Walton – 144 Chadwick Ave, McHenry - nonpayment
- Maxine Hoppe – Auditors lot in NW¼ 16-147-65 – no longer in use

Motion by Johnson seconded by Hovendick to approve the membership terminations. All directors voted aye and **motion carried.**

**Other Business**

- **Crary water break** – Halgren reported on a water break in Crary that happened in September. A piece of the pipe from that line was shown to the directors - pipe in Crary is very brittle.

There being no further business, the meeting adjourned by motion at 9:15 a.m.

Minutes Approved: \_\_\_\_\_ November 4, 2021 \_\_\_\_\_

Paul Becker, President \_\_\_\_\_ (signed) \_\_\_\_\_

Sally Herda, Office Manager \_\_\_\_\_ (signed) \_\_\_\_\_