

GREATER RAMSEY WATER DISTRICT
REGULAR MEETING
September 7, 2023

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

OTHERS PRESENT: Lonnie Lacina, Sally Herda - GRWD; Geoff Slick, Brian Aafedt, Chris Decker – AE2S

The meeting was called to order at 7:54 a.m. by President Black at the District office.

Minutes from the August 10, 2023 regular meeting were reviewed. Motion by Becker, seconded by Abrahamson to approve the minutes. All directors voted aye and **motion carried.**

Manager report

- **North system capacity improvement project**
 - **AE₂S project update** – All of the 16-inch line has been installed and the entirety of the 2-inch and 6-inch branch lines have been staked. The next step is to fill, flush and pig the 16-inch line. The tie-in at the Crary booster location will be made in the next week. Plans are to install the remaining lines by plow over the next few weeks. This would leave final cleanup for spring, 2024. Crop damage numbers for the 16-inch line were reviewed. August invoices for engineering, construction and crop damage were reviewed. Invoices total \$493,899.43. Motion by Windjue, seconded by Johnson to approve the project costs through August. All directors voted aye and **motion carried.** Timeline of project was reviewed, including recent bid opening and SWC approval.
 - **Bid results/award bid** - Bid opening for the Saunders booster and WTP improvements brought favorable bids for this work with AE₂S recommending both alternates be awarded. (500,000-gallon reservoir at the Saunders booster and WTP upgrades). American General Contractors and John’s Refrigeration and Electric were low bidders. AE₂S would like the District’s vision for preference on project award so that actual numbers can be submitted to the State Water Commission for funding approval. Motion by Mohr, seconded by Hovendick to award the bids, including Alternate 1 and Alternate 2 contingent upon SWC funding approval. All directors voted aye and **motion carried.**
 - **SCADA presentation** – Chris Decker demonstrated proposed modernization of the SCADA system currently being used throughout the entire water and sewer system. The overhaul will change from the use of radio frequencies for system control/communication to using fiber and cellular communications. This will result in significantly quicker response times for critical operations as well as to allow additional control of system operations. AE₂S uses the “Ignition software” that allows for unlimited users and tags, is nonproprietary, and allows for onsite remote support. All new control panels will need to be installed at the water sites and monitoring devices at the lift stations. Radio frequencies are currently being used in the SCADA system and take approximately 6 minutes to cycle through to the office whereas the updated system would be nearly instantaneous and can be accessed anywhere through electronic devices. The software is cloud based with cyber security kept up to date and also allows for automation at the plant. All sites would be able to run if communication is lost. The City of Devils Lake is considering upgrading to this system and Northeast Rural Water is also looking at this software. A collaboration with these two entities is possible with this software as well as the ability to integrate some operations.

- **Canvassing survey** – Aafedt updated the directors on the user expansion survey that has been sent out. The number of potential customers identified to date is approximately 165-175, with about 140 estimated to be feasible. High manganese present in the water supply of the potential customers provide the possibility to apply for Emerging Contaminants Grant that may allow the District to secure grants greater than 75%. Well testing may be conducted to provide this data to strengthen the application.
- **Water leak in Crary** – Lacina reported on a water break that occurred in Crary August 23.
- **Honker Hills lift station** – Water and sewer service has been requested to a new home in the Honker Hills subdivision that will require the sewer to utilize a new lift station. The lift station was designed into the subdivision but not started up until needed. GRWD staff will complete the setup of the lift station.
- **Residential lifts – cutovers** – Lacina reported that he has two lift stations only serving one customer that have encountered issues this year in excess flows. Intentions are to wire the lift stations into the homeowner’s electrical service, thereby eliminating the electrical bill paid by the District. The electrical costs alone are higher than the revenue received from the customer. Lacina also indicated conversations with one of the homeowners that he assessed a \$500 fine for noncompliance on changing the sump pump to discharge directly outside. There was discussion on the sewer system’s rules and regulations. Lacina was directed to contact the attorney for guidance.
- **COSA update** – Lacina and Herda have been working to update the COSA models to include updated rates and current capital improvements.

Office manager report

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

	<u>WATER</u>	<u>SEWER</u>
TOTALS	503,898.55	10,567.20

- **Financial report-** August financial report was reviewed. Motion to approve the report was made by Abrahamson, seconded by Becker. All directors voted aye and **motion carried.**
- **Board room furniture quotes** – Quotes from Norby’s for board room tables and chairs were reviewed. Several options were quoted, no action was taken. Herda will check into a couple of other furniture vendors for comparables.

Next meeting date is scheduled for October 5. There being no further business, the meeting adjourned by motion at 9:58 a.m.

Minutes Approved: _____ October 5, 2023 _____

Gilbert Black, President _____ (signed) _____

Sally Herda, Office Manager _____ (signed) _____