

GREATER RAMSEY WATER DISTRICT
REGULAR MEETING
September 8, 2022

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

DIRECTORS ABSENT: 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 August 9, 2022 regular meeting were reviewed. Motion by Mohr, seconded by Becker to approve the minutes. All directors voted aye and **motion carried**.

Manager report

- **Pekin infrastructure turnover agreement review** – A proposed agreement was provided to Pekin for discussion at their September council meeting. Cost for meters and radios is \$280, with GRWD to add \$70 for installation. Any plumbing issues identified during the changeout would need to be handled by a plumber. A listing of customer names has been provided to the District so work can begin on easements and water users agreements. Other issues include some unmetered hydrants and curb stops with no metered service. There is some work needed at the clear well location, it is possible the clear well could be taken offline during the winter months. Halgren will request the heating and electrical costs for this location. There have been no big surprises so far in the evaluation of their system. Additional mapping will be done for attachment to the agreement. A few telephone reads might be utilized to evaluate integration of this method of reading into the current reading system. Directors indicated to keep moving forward for the infrastructure transfer and to get meters ordered.
- **TOS update** – The assessed fines were placed on the August bill statements as the certified letters were not claimed. This prompted a call to the office and Halgren reported on his conversation with the owner concerning the circumstances surrounding the theft of service and relayed a request from the owner for reconsideration of the fine. Not as much water was used as originally thought, the owner believed he was misinformed by the office concerning metering. He was also involved in a serious truck accident this summer therefore, using less water than thought. Motion by Windjue, seconded by Johnson to reduce the assessed fine/usage to \$2500. All directors voted aye and **motion carried**.
- **Managers application review** – The manager’s job description developed by the committee was presented and reviewed. The position was opened internally and one application was received by the August 31, 2022 deadline. The committee’s recommendation was to have the full board involved in the process and requested acceptance of the application as it has met the criteria set forth in the job description. Motion by Windjue, seconded by Mohr to approve committee’s recommendation and accept the application. All directors voted aye and **motion carried**.
- **AE₂S scope of work review** – Halgren reported that staff and engineers have been evaluating the system and reviewed how the system has changed over the years to include expansions, plant operations and changes in daily and peak usage seen over time. Sarah Sesselman, AE₂S met with the board to discuss the scope of work in the preliminary design phase of the project. A life cycle cost analysis was completed in lieu of a

preliminary engineering study since the District is not seeking an SRF loan and this analysis satisfies the State Water Commission. The cost analysis is similar to the feasibility study but saves report preparation costs. The various components of the project include extending the treatment plant life through optimization and redundancy without upsizing the plant, above ground storage tank at Crary, and piping west of Crary that allows for reverse flow, if need be, to the south portion of the system using water from the City of Devils Lake. Approved SWC grant funding for the preliminary engineering work is 75% of \$785,000 (\$590,000). Sesselman stated total cost to date is at \$630,000. The scope of work involves many details that are incorporated into the final design as this type of work is not easy to modify once designed and bid. The agreement for the scope of work will be presented at the October meeting for approval. Following the preliminary design phase, the project will move into final design, followed by bidding or negotiating state. A bid of \$16,200 was submitted by LTP for drilling a test well (grant eligible). Motion by Mohr, seconded by Black to approve the bid of \$16,200 of LTP for the test well drilling and to get on the list for said work. All directors voted aye and **motion carried**. Project bidding timetable was discussed, with AE₂S monitoring for available remaining funds in the 21-23 biennium. All components of the project can be done separately to take advantage of funding availability in different bienniums. Bidding strategy plan will be finalized at the October board meeting. The cost share policy is on the agenda for the October SWC meeting and the cost share percentage may change.

- **Garrison grant fund application review** – Halgren reviewed the status of the applications that were made this year under the grant program. The funding continues to be available and has been a great program for high-cost users wishing to connect to the system. Halgren has taken a few calls for those interested in pursuing this next year.
- **R Topp water bill** - High usage was noticed at one of Mr. Topp’s service locations and upon investigation was determined to be a leak on his side amounting to approximately 800,000 gallons. Motion by Becker, seconded by Black to give credit of \$1 per thousand gallons. All directors voted aye and **motion carried**.

Office manager report

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

	<u>WATER</u>	<u>SEWER</u>
TOTALS	117,302.28	12,934.65

- **Financial report-** Financial report for August was reviewed. Motion by Mohr seconded by Windjue to approve the financial report. All directors voted aye and **motion carried**.

Membership termination

- Brad Spah – 8805 42nd St NE, DL - nonpayment
- Koble/Bank of ND – 4735 76th Ave NE, DL – nonpayment, unable to establish service. Motion by Mohr, seconded by Windjue to terminate membership. **Motion carried.**

Membership transfer

- Ackerman Land Co (1 of 6) to Ackerman Valley 1st, Blk 5, Lot 7. Motion to approve the membership transfer was made by Becker and seconded by Windjue. All directors voted aye and **motion carried**.

Next meeting will be held Thursday, October 6, 2022.

There being no further business, the meeting adjourned by motion.

Minutes Approved: _____ October 6, 2022 _____

David Hovendick, President _____ (signed) _____

Sally Herda, Office Manager _____ (signed) _____