

GREATER RAMSEY WATER DISTRICT REGULAR MEETING

April 4, 2019

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

DIRECTORS ABSENT: Les Windjue

OTHERS PRESENT: Nels Halgren, Sally Herda – GRWD; Jim Light – Computer Clinic

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

Minutes from the March 7, 2019 regular meeting were reviewed. Motion by Black, seconded by Johnson to approve minutes. All directors voted aye and **motion carried**.

Manager Report

- **Crary booster area review** – Halgren put together a preliminary plan for boosting pressures toward the Southam area to address complaint of availability of water during peak usage. Engineer had recommended a 10 hp pump, existing SCADA components cannot be used with MicroComm wanting a special meter, and along with other requirements that would be needed to set the pump up at the booster station, Halgren stated the cost to install a booster pump at this location is becoming prohibitive. Further review of the complaint and water usages in this area as well as at the end of the line do not necessarily support the problems experienced by the user. Lacina had done some troubleshooting on-site and noted at the house there were small pipes throughout that may be contributing to the problem. At the east farm location, testing was done at the meter location and a flow of 12 gallons per minute was noted. A point of use booster pump could be used in the house as a possible option for better delivery of water throughout the house. Halgren will continue to gather costs to evaluate whether a booster pump at the Crary booster station is a viable option.
- **Frozen water and sewer line update** – There have been 4 water lines that have frozen and several sewer lines. All services have been restored, except for one water line that occurred this week. This user has been set up on a tank and plans are to work on the line next week. A couple of the locations have experienced freeze up before during extreme winter conditions. Some areas of the system that have experienced freeze ups in the past were checked and found to have water near freeze point, so some flushing was done to move water.
- **Jim Light, Computer Clinic – Computer Security review** – Light met with the board to give an assessment of the District's computer security and explained that the state of security in general is getting worse. Several options were outlined to provide a better level of security for the District. Light has partnered with a company in Fargo that can supply services that will provide a higher level of security. Options discussed include new router to provide several layers of security, anti-virus and backup services. The company also provides for web hosting, if that is a service the District would like. Light also stated he is concerned with the SCADA computer and vulnerability and would need to work with MicroComm to determine how this information is secured and what vulnerabilities may exist. Light estimated an approximate cost near \$5,000 to upgrade the District's security. Motion by Hovendick, seconded by Klemetsrud to follow Light's recommendation and to begin taking the necessary steps to upgrade the District's security. All directors voted aye and **motion carried**.
- **Bulk water rate discussion/water rate update** – Directors were provided copies of the letters at the March meeting that were sent to the bulk users notifying them of the water

use rate change and also informing them that the base rates are currently under review. Halgren will review the contracts and come up with a proposal to update the base rates in a similar manner as done for the other users on the system. The 2019 rate charged by the City of Devils Lake to the District is \$1.60 and from NRWD the rate is \$2.66.

- **City of Carrington – Response to rate request** – Halgren received results from the water audit and presented the findings to the directors and the results were discussed. Halgren had met with Mayor Erdmann from the City of Carrington to discuss several points of discussion and to request the District be treated the same as Stutsman. Because there have been no amendments to the contract between the City and District, Mayor Erdmann stated that the rate of \$2.87 would be charged in accordance with terms of the contract. To receive a rate reduction of \$.20 would require the District to make a back payment of approximately \$40,000 to compensate for those years when the City did not increase the rate to the District. Erdmann also informed Halgren that the City has some contention with parts of the audit. Upon further discussion, motion was made by Becker and seconded by Black to accept the \$2.87 rate and base rate as indicated in the study. All directors voted aye and **motion carried**.
- **B&W Potential Study, SWC – release remaining grant funds - \$40,919.72** – The SWC has contacted the District to verify completion on the expansion project and to request release of the remaining grant funding. Bartlett & West has worked with other systems to put together a potential customer study using 911 addresses to identify areas where they could be potential customers. Estimated cost for a study of this nature is approximately \$15,000 and Halgren isn't certain if this study could be funded through remaining grant funds. At the present time, a listing of potential customers is being kept in event of another project and is added to as prospective users contact the office. Funds that are released are added to the bucket of funding for systems on the priority listing. Motion by Johnson, seconded by Klemetsrud to release remaining grant funds to the State Water Commission. All directors voted aye and **motion carried**.
- **Safe Water Drinking Act certificate of achievement** – The District was recognized for meeting all requirements for the Safe Drinking Water Act for 2018 in both the Ramsey and Carrington systems. Directors acknowledged a job well done by the staff.

Office Manager Report

- **Accounts Payable** – Motion by Klemetsrud, seconded by Hovendick to authorize payment of the accounts payable. **All directors voted aye and motion carried.**

	<u>WATER</u>	<u>SEWER</u>
TOTALS	1,179,619.55	12,497.55

- **Financial report** – Office manager's report was reviewed. Financial report was reviewed for the month of March. Motion to approve the financial report was made by Becker, seconded by Black. All directors voted aye and **motion carried**.
- **Scooby's annual internal loan payment, 4/1/19** – Motion by Black, seconded by Hovendick to make the internal Scooby's loan payment of \$14,305.81 as per payment schedule. All directors voted aye and **motion carried**.

Membership terminations for nonpayment

- **Dave Clower – 293 Chadwick St, McHenry**
- **Doug Halle – PT in NE¼ 19-154-63**
- **Darin Hoyt – SE¼ 4-149-62**

Motion by Johnson, seconded by Klemetsrud to terminate the three memberships due to nonpayment. **Motion carried** unanimously.

There being no further business, the meeting adjourned by motion at 9:30 a.m.

Minutes Approved: _____ May 9, 2019 _____

Doug Mohr, President _____ (signed) _____

Sally Herda, Office Manager _____ (signed) _____