

**GREATER RAMSEY WATER DISTRICT**  
**REGULAR MEETING**  
December 9, 2021

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

**DIRECTORS ABSENT:** Les Windjue

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

The meeting was called to order at 8:02 a.m. by President Becker at the District office.

Minutes from the November 4, 2021 regular meeting were reviewed. Motion by Mohr, seconded by Johnson to approve the minutes. All directors voted aye and **motion carried.**

**Manager Report**

- **Manager meeting update** – Halgren reported on the managers meeting he attended in Bismarck on December 8. Project summary from October and through this biennium were reviewed, along with the state’s water plan of the SWC 21-23 grant requests. Pipe prices, product availability and other issues are affecting projects on the list. The governor wants to use additional funding for economic projects. If the District moves forward with an application for engineering design, Halgren estimated cost of \$400-600,00 for all 3 components of the WTP expansion that have been identified. More information will be available following the December 11 meeting of the State Water Commission for project funding.
- **Request for qualifications engineering services – committee report; finalize report for engineering services**– Two proposals were received and the committee, along with Halgren, Lacina and Herda interviewed the engineering firms. The committee of Becker, Mohr and Hovendick scored the interviews and the results were reviewed. Also discussed were the different philosophies of the engineering firms and the pros and cons of each. The ND Century Code process for engineer selection was reviewed. Upon selection of the engineer, the contract is negotiated. The committee recommendation was to select Advanced Engineering and Environmental services for the WTP expansion project. Motion by Mohr, seconded by Hovendick to select Advanced Engineering and Environmental Services as engineer for the GRWD water treatment expansion. All directors voted aye and **motion carried.**
- **Budget committee report**– Various budget items were reviewed and discussed. Larger budget items were presented and water/sewer rates for 2022 were discussed. Proposed rates for 2022 using COSA as a basis for adjustment were itemized in a memo for approval. Water contract terms and renewals were also reviewed. Lengthy discussion was held on a volumetric charge for rural sewer customers. A per tank increase will be implemented in 2022 and additional study on volumetric considerations will be conducted throughout 2022. Motion by Johnson, seconded by Black to approve rates for 2022. All directors voted aye and **motion carried.**
- **2022 budget review** – A preview of the budget for 2022 was presented and will be approved at the January meeting.
- **Expo planning – Feb 1-3, 2022** – Rooms have been booked. Becker, Johnson and Black stated they were interested in attending.
- **Annual meeting planning and date change** – Annual meeting will be kept in Devils Lake this coming year and the date changed to February 10, 2022 (Wednesday) due to other conflicts.

**Office Manager Report**

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

	<u>WATER</u>	<u>SEWER</u>
<b>TOTALS</b>	<b>86,309.09</b>	<b>18,709.28</b>

- **Financial report**– Financial report for November was reviewed. Motion by Klemetsrud, seconded by Hovendick to approve the report. All directors voted aye and **motion carried.**
- **CD due – 12-11-21** – Only 2 banks supplied bids for the renewal funds and bids were identical. Motion by Mohr, seconded by Johnson to leave the funds at Bravera. All directors voted aye and **motion carried.**
- **Pledge of assets report** – Pledging of the District’s fund in excess of the FDIC coverage was reviewed as of September 30, 2021. Motion by Klemetsrud, seconded by Hovendick to approve the pledging. **Motion carried** unanimously.
- **Bylaws** – The bylaws committee presented the proposed changes to the bylaws. Staggering of the director’s terms has been added, removal of the dual user requirement in Ward 2, gender specific terminology removed, updated article numbering, audit/budget reporting updated, treasurer added to the secretary title for consistency, and approval of the treasurer’s report at the annual meeting were the main highlights of the proposed changes. The bylaws change will need to be approved at the annual meeting prior to election of directors to allow for the term staggering to begin with the 2022 election. Motion by Black, seconded by Hovendick to approve the changes and place them before the membership for vote at the 2022 annual meeting. All directors voted aye and **motion carried.** A highlight of the changes will be listed in the December newsletter with the exact wording available at the office and on the District’s website.

**Membership transfer**

- **Ackerman Land Co – to Michael Bischoff, Commercial Acres, Blk 6, Lot 2 – developer option** - Motion by Johnson, seconded by Mohr to approve the membership transfer. All directors voted aye and **motion carried.**

There being no further business, the meeting adjourned by motion at 10:02 a.m.

Minutes Approved: \_\_\_\_\_ January 6, 2022 \_\_\_\_\_

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

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