

GREATER RAMSEY WATER DISTRICT
REGULAR MEETING
February 10, 2022

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

DIRECTORS PRESENT: Doug Mohr

OTHERS PRESENT: Nels Halgren, Sally Herda, Lonnie Lacina – GRWD; Mike Blessum –
Tri-County Water District, Sarah Sesselman via conference call

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

Minutes from the January 6, 2022 regular meeting were reviewed. Motion by Black, seconded by Johnson to approve the minutes. All directors voted aye and **motion carried**. Minutes from the February 9, 2022 reorganizational meeting were reviewed. Motion to approve the minutes as presented was made by Becker and seconded by Black. All directors voted aye and **motion carried**.

Manager Report

- **Pickup bids** – Bids for pickup replacement were reviewed. Bids for 6.5-foot box from Marketplace Motors was \$31,486.25 (XLT package) and \$24,183.50 for 5.5-foot box. Price from Lake Chevrolet for 6.5-foot box was \$9, 255.00. All bids included same trade-in value of \$22-24,00. Motion by Johnson, seconded by Windjue to award bid to Lake Chevrolet and to replace a second vehicle if comparable pricing can be obtained. All directors voted aye and **motion carried**.
- **Rate increase update** – Halgren stated there has been some feedback on the rate increase. Letters were sent to Tolna, Pekin and Camp Grafton with a March 1, 2022 date for rate adjustment. Kensal and Glenfield’s contracts are due for renewal this year. Tri-County’s rate has not yet been adjusted and manager Mike Blessum will be attending the meeting shortly for discussion.
- **Lakewood Park Bible Camp – sewer rate reduction request** – A letter from the camp administrator was reviewed requesting a more modest rate increase be applied to the Bible Camp. The Camp has a total of 24 tanks, which includes 3 residential homes. There was general discussion on their usage, the number of tanks they have, reroute options within the Camp and future usage. Halgren was inform them the District is studying a volumetric basis for rate setting and rates could be adjusted at that time depending on the water usage. No action was taken on the request.
- **Tri-County Water District rate** – Manager Mike Blessum met with the directors to discuss their water rate and usage. The potential realignment strategy from the COSA study was reviewed, along with discussion of the original contract, water usage and long-term water supply availability. Daily usage has varied from 7,000-100,000 gallons per day. The peak usage occurs at the same time when GRWD is experiencing its largest demand for water. The current rate of Tri-County includes \$.50 for the Pare tower. This tower has been very beneficial to Tri-County. Discussion continued on upcoming improvements at the plant that are being considered, along with an additional booster, wellfield development and transmission line work. The COSA shows that both a base rate and monthly fee factor into the rate realignment. Blessum asked for time for him to work with his board prior to implementation of any rate adjustment.
- **Update on meeting with AE₂S, contracts for engineering services** - Sarah Sesselman, AE₂S joined the meeting via conference call. Sesselman was updated on the conversation

with Blessum. Sesselman explained that inconsistency in daily usage and the contract max have a big impact on the rate. The contracted amount of 75 gpm and the annual minimum volume of purchase is not clear in defining a stable usage. A maximum usage per day would be most helpful in determining the rate structure. Sesselman will work with Halgren to work up some numbers for their consideration. Three options could be considered – good, better and best.

Contracts – AE2S – Three agreements were presented for approval. 1. Letter for budgeted services, hourly to an annual maximum of \$20,000. This includes GIS service with automatic backups every month that are stored on their cloud server. Part of the requested GIS service is to work on symbology to identify by a color-coded system, the radio readers by type. 2. Master services agreement (no fee – fees are included in the task orders. 3. Task order #1 – Scoping letter pertaining to work associated with performing a filter evaluation. Letter specifies goals of assessment of the water treatment plant, identifying best value capital improvement and maintenance options, training and improving the health of the key water plant unit process, etc. Task order #1 is hourly to a maximum of \$19,200. Once approved, work will begin immediately with the full scope completed by June 9, 2022. Goal is to be ready before the annual peak demand occurs. Motion by Black, seconded by Johnson to approve the engineering services as presented. All directors voted aye and **motion carried.**

- **Project discussion for 2023-25 SWC water plan** – The directors discussed project application to the State Water Commission for the 2023-25 biennium. Application is due in April and Sesselman stated the District should prioritize what the investment amount (local share) should be to work into the project request application process.
- **Request to reinstate abandoned line – NW¼ 26-156-65-** Bill Wakefield requested water main in this area be reinstated so he can run water service to his location. This line was shut off by a valve due to area flooding a number of years ago. Valve would need to be opened, flushed and tested before any determination could be made if it is viable. Service installation would be eligible for cost share under the Garrison Diversion grant program. Application deadline is March 1. Estimated cost for the service line is over \$30,000. Requests for line reinstatement will be handled on a case-by-case basis.
- **Expo discussion** – Becker, Johnson and Halgren reported on this year’s water Expo.

Office Manager Report

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

	<u>WATER</u>	<u>SEWER</u>
TOTALS	74,143.53	13,497.62

- **Financial report-** Final financial report for December was reviewed, along with January’s financial report. Motion by Johnson, seconded by Klemetsrud to approve the December (final) and January financial report. All directors voted aye and **motion carried.**
- **Designation of depositories/authorized check signers.** A list of the approved depositories and authorized check signers from 2021 was reviewed. Motion by Becker, seconded by Black to renew the same depositories and authorized check signers for 2022. All directors voted aye and **motion carried.**

There being no further business, the meeting adjourned by motion at 10:16 a.m.

Minutes Approved: _____ March 10, 2022 _____

David Hovendick, President _____ (signed) _____

Sally Herda, Office Manager _____ (signed) _____