

**GREATER RAMSEY WATER DISTRICT**  
**REGULAR MEETING**  
February 9, 2017

**DIRECTORS PRESENT:** Gerald Nelson, Doug Mohr, Jay Klemetsrud, Paul Becker, David Hovendick, Les Windjue, Gilbert Black

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

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

Minutes from the January 11, 2017 regular meeting were reviewed. Motion by Black, seconded by Windjue to approve the minutes. **Motion carried.** Minutes from the February 7, 2017 reorganizational meeting were reviewed. Motion to approve the reorganizational meeting minutes was made by Becker, seconded by Hovendick. All directors voted aye and **motion carried.**

**Manager Report**

- **Expansion budget review/Phase 2 update** – Project budget was reviewed and discussed. Updated numbers include the Webster area line work. GRWD will do the easement work for this construction. The upgrade change order has not been signed yet as the contractor is checking on pipe and related costs. Halgren expects this will be signed shortly. The trencher was moved up into the area last fall so work can start right away in the spring. Total costs per user in the project were calculated and GRWD will continue to take applications that will fit into the criteria for Schedule 2. State project funding and Rural Development loan programs were also discussed.
- **Ackerman Valley transfer request** – Halgren reviewed water service in the Ackerman Valley area. Several areas were added under the current expansion project and curb stops put into place to meet the membership criteria set forth by the directors. Ackerman is considering splitting some of the lots and is inquiring on how to handle water service. The consensus of the board was that each lot would need to have its own membership and meter and not to allow hoses to run from one lot to another.
- **Pickup purchase request** – Halgren received pricing from Ford for a 2017 F150 truck that is like the one Larry is driving. The truck is located in Grand Forks and the District would be able to get it right away. Halgren requested approval to purchase. Discussion ensued on bid process, state bid and whether the District should purchase locally on a rotation basis with the dealerships. Motion by Mohr, seconded by Becker to purchase the Ford truck and to look at rotation for future. All directors voted aye and **motion carried.**

**Office Manager Report**

- **Accounts Payable** – Motion by Klemetsrud, seconded by Mohr to authorize payment of the accounts payable. **Motion carried.**

	<u>WATER</u>	<u>SEWER</u>	<u>PROJECTS</u>
<b>TOTALS</b>	<b>58,644.86</b>	<b>12,275.61</b>	<b>16,516.99</b>

- **Financial report** – Office manager’s report was reviewed. Financial and expansion reports were reviewed for the month of January. Motion to approve the financial and expansion reports was made by Black, seconded by Windjue. All directors voted aye and **motion carried.** Maintenance, improvements and financial planning to meet short and long term needs and goals of the District were discussed.
- **Designation of depositories/authorized check signers** – A list of the approved depositories and authorized check signers from 2016 was reviewed. Motion by Mohr,

seconded by Windjue to renew the same depositories and authorized check signers for 2017. All directors voted aye and **motion carried.**

- **Pledge of assets report** – Pledge of assets report information through December 31, 2016 was reviewed. Motion to approve the report was made by Becker, seconded by Mohr. **Motion carried.**
- **Billing program conversion update** – Herda reported the conversion of the billing software is progressing with the goal to send the February statements from the new software.

There being no further business, the meeting adjourned by motion at 9:15 a.m.

Minutes Approved: \_\_\_\_\_ March 9, 2017 \_\_\_\_\_

Jerry Nelson, President \_\_\_\_\_ (signed) \_\_\_\_\_

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