

GREATER RAMSEY WATER DISTRICT REGULAR MEETING

January 10, 2019

DIRECTORS PRESENT: Doug Mohr, David Hovendick, Jay Klemetsrud, Allen Johnson, Gilbert Black, Les Windjue

DIRECTORS ABSENT: Paul Becker

OTHERS PRESENT: Nels Halgren, Sally Herda – GRWD

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

Minutes from the December 6, 2018 regular meeting were reviewed and amended. Motion by Windjue, seconded by Hovendick to approve the minutes as amended. All directors voted aye and **motion carried.**

Manager Report

- **Water audit – Carrington/Stutsman update** – Halgren reported Houston Engineering had come up with an initial cost of \$1.90 for Carrington water. Administration was removed and a portion of the distribution was added into the calculation basis for rate determination. The debt reduction portion of the Carrington system indicates that the base rate being charged should be increased some. To date, the cost of the audit is at \$14,000. The audit also shows that Carrington should be charging residents a rate of \$37 with no free water. The goal is to continue to hone in on the methodology to move forward in determining rate adjustments. The City of Carrington is not fully on board with these findings. Stutsman will have a couple more meetings with Carrington on the audit results and the District will take a wait and see approach at this point to see the final results and recommendations and move forward from that point.
- **Budget committee report, 2019 budget review**– Becker participated via phone call in budget discussion. Memo was reviewed and discussed for base rate realignment, expansion fund closeout, City buy-in, combining funds, water and sewer hookup fees, removal of sewer special transfer policy, COLA and step wage adjustments, major capital items, minor budget items and water rate. The water rate was discussed at length. Motion by Windjue, seconded by Hovendick to approve a \$.25/1000 rate increase system wide for water use beginning with the January billing. All directors voted aye and **motion carried.** The proposed base rate realignment will consolidate some of the rates and will reduce the number of base rates for customers from 20 down to 7. Motion by Black, seconded by Johnson to approve the budget for 2019 and to close the 511 and 527 at 2018 year end as detailed in the memo. All directors voted aye and **motion carried.**

Equipment policy – With purchase of excavator in the budget, the directors discussed need for a policy for usage, employee use and if private work were to be allowed. Halgren was directed to check into the District’s liability insurance, coverages and potential exposure so policy can be developed.

- **City of Devils Lake agreement approval** – The City has made the change requested by GRWD and the agreement is ready for approval. Motion by Mohr, seconded by Windjue to approve the agreement and to authorize the President to contact the Devils Lake mayor to arrange for signing of the agreement. All directors voted aye and **motion carried.**
- **Lake Agassiz Water Authority board appointment** – Halgren reported that he was elected to the board at December manager’s meeting. Lake Agassiz sponsors the Red River project and the future water planning has significance to the District. An alternate to attend meetings is requested when Halgren is not able to attend. Motion by Windjue,

seconded by Black naming Halgren as representative to the board, with Becker as alternate. All directors voted aye and **motion carried.**

- **NRWD Aquifer study discussion** – Halgren reported that NRWD is requesting funding for a study on the aquifer and had previously inquired if the District wanted to participate. The City of Devils Lake has signed onto the study and Halgren indicated that the District has a vested interest in the study and long term viability of availability to meet present and future needs of this area of the state. Motion by Mohr, seconded by Johnson to participate in the study not to exceed cost of \$7,000-\$10,000. All directors voted aye and **motion carried.**
- **2019 legislative social – January 24, Bismarck** – The social is a good time to network with legislators to thank them for past project funding and an opportunity to inform them of upcoming projects/needs. Cost to participate is split among participating districts and is estimated to be around \$200. None of the board members will be able to attend and Halgren was encouraged to participate.
- **Spending policy** – Motion by Hovendick, seconded by Mohr to approve a spending policy authorizing Halgren to expend up to \$5,000 without prior board approval. All directors voted aye and **motion carried.**
- **Annual meeting planning**– The annual meeting is scheduled for Tuesday, February 5, 2019 at 7 p.m. in Grace City. Directors will meet at the office to carpool.
- **ND Water Expo -Expo** will be held February 12-14 in Bismarck. Rooms have been reserved and those planning to attend should inform Herda.

Office Manager Report

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

	<u>WATER</u>	<u>SEWER</u>	<u>PROJECTS</u>
TOTALS	62,405.93	46,789.43	7,099.36

- **Financial report** – Office manager’s report was reviewed. Financial and expansion reports were reviewed for the month of December. Motion to approve the financial and expansion reports was made by Johnson, seconded by Black. All directors voted aye and **motion carried.**
- **2018 budget amendment, 521 fund** – Motion by Black, seconded by Hovendick to amend the 521 fund by \$2,486.56 to reflect a total fund expenditure of \$163,710.06. **Motion carried unanimously** upon vote.

Membership transfer

- Ackerman Land Co – from Ackerman Valley 1st, Blk 5, Lot 10 to Ackerman Valley 1st Addn, Blk 2, Lot 11 – reflecting sale of lot in subdivision – Motion by Black, seconded by Windjue to approve the transfer of membership. **Motion carried.**

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

Minutes Approved: _____ February 7, 2019 _____

Jay Klemetsrud, President _____ (signed) _____

Sally Herda, Office Manager _____ (signed) _____