

# GREATER RAMSEY WATER DISTRICT

## REGULAR MEETING

January 6, 2022

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

**OTHERS PRESENT:** Nels Halgren, Sally Herda, Lonnie Lacina – GRWD; Sarah Sesselman, Geoff Slick – AE<sub>2</sub>S; Michael Grafsgaard – City of Devils Lake

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

Minutes from the December 9, 2021 regular meeting were reviewed. Motion by Black, seconded by Hovendick to approve the minutes. All directors voted aye and **motion carried**.

### Manager Report

- **Fixed base rate AMR - update** – The District has previously discussed the possibility of using a fixed base for continuously reading meters around the Devils Lake area. An analysis conducted by Ferguson Waterworks indicates that many of the older radios will not work with the fixed base and would need to be replaced. There are 1377 total radios in this category and reflect the earliest radios that were installed. There are approximately 200 radios in the 182/183 sequence that are outside full warranty that Ferguson recommends focusing on as well. Cost for fixed base is approximately \$30,000. Meter registers could be changed out without having to replace the full meter assembly. The fixed base system was not included in the 2022 budget numbers.
- **2021 excavation report** – The directors reviewed the work that was done with the excavator in 2021. A total of 184 hours was put on the machine during the year. The budget calls for a trade every year.
- **14” pipe purchase discussion** – A contractor has extra 14” pipe in Dickinson that he would sell to the District for \$30/ft. Pipe is rated the same as the 14” transmission line and could be used to replace additional line as breaks occur. Pipe has been covered and wrapped and the District would be responsible for the transportation. This pipe has become difficult to locate and prices have substantially increased. Motion by Mohr, seconded by Johnson to purchase the pipe following inspection. All directors voted aye and **motion carried**.
- **Bulk users review/bulk rate approval** – Halgren presented information on the cities served as bulk users. Population, number of service accounts, base rates and cost of water was included in this information. Motion by Klemetsrud, seconded by Windjue to approve the commercial and bulk rate increases as presented with rates to go into effect at the time of contract renewal or notification requirements and with the District to meet with Tri-County manager to discuss water use, needs and rates. All directors voted aye and **motion carried**.
- **2022 budget approval** - Budget items and numbers were reviewed. Motion by Black, seconded by Johnson to approve the budget for 2022. All directors voted aye and **motion carried**.
- **Advanced Engineering – project development discussion** – Sarah Sesselman and Geoff Slick from AE<sub>2</sub>S met with the directors to discuss the direction and plan for the District to meet short term water needs as well as long term. Mike Grafsgaard, City of Devils was also present for this discussion. In AE<sub>2</sub>S engineering interview, several options were presented for both short and long term. One of the main points of discussion was how to get more water up to the north area and how this can be most

effectively accomplished. One idea was to develop a booster closer to the Pare tower. A booster was something that the City of Devils Lake has also considered and this could present an opportunity for a joint project. Grafsgaard spoke on the 2021 water use of the City, NRWD and GRWD. All water demands were met in 2021 using their 2 wells and keeping the third off line. The City has a request into the State Water Commission to evaluate water west of Devils Lake as a totally separate supply system, but one that may have the potential to secure water for the long term. Grafsgaard stated the concept of the booster makes sense and may be viable to address short term needs. Location of a booster for the City may be different from that which is most favorable for GRWD. Geoff and Sarah reviewed some of the funding options that may be available. A joint project that provides benefit for GRWD, Tri-County Water District, the City of Devils Lake, and NRWD would have greater chance of being looked at more favorably. Slick indicated that project requests need to be submitted by April for funding consideration in the 2023-25 biennium. Two projects could be developed – one for the booster and getting more water to the north area and the second for work at the treatment plant to be able to treat more water and possibly provide additional storage. AE<sub>2</sub>S asked what the District envisions and how to move forward to integrate into GRWD’s system, including GIS. Halgren and Lacina will be meeting with AE<sub>2</sub>S later this month to continue this discussion.

- **Felch lift station review** – This lift station is 24 feet deep and was sealed by Innovative. Longer run times on the pumps was showing up in SCADA and it was found that the coating was bulging out. The valve vault that is 12 feet deep was found to have water leaking into it, shooting up off the floor. A video of this was viewed. The vault was dewatered and then left alone and monitored. It leveled out at about 6 feet and seems to be settling down. It was determined that it was not a leak in the dike. Innovative will be back to fix the area that is bulging as it is under warranty. The design and flows into the lift station were looked at and at some point, may need to be reevaluated for other options.
- **Expo planning – Feb 1-3, 2022** – Rooms have been booked. Becker and Johnson plan to attend and registrations will be sent in.
- **Annual meeting planning** – Black and Hovendick will be up for reelection. No other nominations have been received. The District’s website has been updated with annual meeting information.

**Office Manager Report**

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

	<b>WATER</b>	<b>SEWER</b>
<b>TOTALS</b>	<b>67,387.16</b>	<b>17,751.88</b>

- **Financial report, 2021 budget review & amendments**– Financial report for December was reviewed, along with budget items for the year. Both revenues and expenditures were underbudgeted and require amending. In general, both revenues and expenses were higher due to water sales and water purchase in a drought year, increased memberships and construction, and cost of service study. Motion by Mohr, seconded by Klemetsrud to approve the December financial report and the budget amendments as presented. All directors voted aye and **motion carried.**

**Other Business**

- **IT/computer work** - Halgren stated he is evaluating the District's IT and computer service and has had contact with two service providers who are in the process of submitting proposals. An assessment and recommendation for moving forward will be included in the proposals. Once evaluation has been completed, recommendation will be made to the board for approval.
- **Pickup** – Halgren asked how to proceed for truck replacement this year due to the current vehicle shortage. Due to computer chip shortages, the plainer the vehicle, the quicker the order can be processed. Halgren was given the go ahead to secure a service vehicle where he can, whether locally or through the state bid process.

There being no further business, the meeting adjourned by motion at 10:28 a.m.

Minutes Approved: \_\_\_\_\_ February 10, 2022 \_\_\_\_\_

Paul Becker, President \_\_\_\_\_ (signed by David Hovendick, 2022-23 President)

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