

GREATER RAMSEY WATER DISTRICT REGULAR MEETING

January 9, 2025

DIRECTORS PRESENT: Paul Becker, Kale Miller, Allen Johnson, Doug Mohr, Gilbert Black, David Hovendick

DIRECTORS ABSENT: Missy Abrahamson

OTHERS PRESENT: Lonnie Lacina, Sally Herda, Krista Wold - GRWD; Brian Aafedt, Miranda Kleven – AE₂S

The meeting was called to order at 7:58 a.m. by President Mohr at the District office.

Minutes from the December 5, 2024 regular meeting were reviewed. Motion by Hovendick, seconded by Miller to approve the minutes. All directors voted aye and **motion carried.**

Manager report

- **North system capacity improvement project**
 - **AE₂S project update** – Retainage of \$30,000 for the pipeline work is being held until Spring and following the well going on-line.

Facility – Prep work is being done ahead of the WTP shutdown, scheduled to begin January 20 and anticipated to last for three to four weeks. A successful test run was done the end of October. Pay applications from John's Refrigeration reflect work at the treatment plant and the pay application from American General included stored piping and pump materials for the WTP shutdown. No additions were made to the facility change order list.

Contingency summary and project budgets were reviewed.

- **User expansion project**
 - **AE₂S project update** – All the high-cost users, with the exception of one branch line have bought down their cost to be included in the base bid. Two of the three applicants on the branch line paid their portion of the high-cost and service to those users was reevaluated. Upon review of the locations and modeling of the volume and line pressure, it was determined that the buy-down would not be a fair investment for these users as they would most likely not be satisfied with the service. Aafedt and Lacina recommend the high-cost payments and membership, less the \$50 non-refundable portion be returned to those three applicants. Motion by Johnson, seconded by Becker to refund payments and memberships of the branch line that will not be included in the project, less the \$50 non-refundable portion. All directors voted aye and **motion carried.**

Funding – Funding request has been submitted to the State Water Commission. Bids for the project are being advertised with bid opening set for January 30, 2025 at AE₂S in Grand Forks. Bid could be awarded at the February 6, 2025 board meeting and presented to the State Water Commission for funding approval at their February 13 meeting. Aafedt updated the directors on the emerging contaminant funding, the possibility of securing those funds and the effect on the project time frame. This funding will not cover any costs that have already been incurred under the project and could delay timing of construction. Aafedt stated he believes that the project will have favorable estimates with the early bid date due to recent bids and contractor interest in the project. Project will continue to progress on the current track.

Crop damage schedule was reviewed and no changes were made. Motion by Becker, seconded by Johnson to approve the crop damage prices. All directors voted aye and **motion carried.**

January invoices – Motion by Black, seconded by Miller to approve project invoices: AE₂S (\$75,402.28, \$21,828.00), American General #8 (\$150,469.66) and John’s Refrigeration #9 (\$271,939.08) for a total of \$519,639.02. All directors voted aye and **motion carried.**

Aafedt inquired to determine if the District had interest in moving forward with long-term planning of the sewer system. Lacina updated the board on upcoming budgeted lift station work, new subdivisions and his contacts with funding agencies. At this time Lacina stated this be put on hold.

BAIA – Miranda Kleven, AE₂S was present to present the Basic Asset Inventory Assessment (BAIA) as required by the SWC for project funding eligibility. The District’s COSA has been worked into the model and can be updated from year to year to develop a rate plan. Some final tweaks and notes may be added to enable the tool to be used locally from year to year and updated by AE₂S as needed periodically for capital projections.

- **Nominating committee – annual meeting** – Deadline for nomination to serve on the board of directors is January 15, 2025. Currently, director Black is the only one running in Ward 1 and no nominations to date have been received in Ward 2. Lacina will call for a nominating committee, if needed.
- **ND Rural Water Expo** – January 21-23. Early registration deadline is January 10. Johnson indicated he would be attending and Miller may also be interested.
- **Sewer – Lift station work – liability for tanks with pump chambers/force main** – Lacina updated the directors on work at the Main lift station and the Eagle Bend Lift. The new budget contains funding for work to continue to update the lift stations. Lacina also requested some direction/policy on liability for tanks having pump chambers and force main. This has become a fairly new trend as homes are built and need to lift their sewage to the existing mains if they cannot make grade. The sewer ordinances the District is using do not address tanks with pump chambers. General discussion was held with no action taken.

Office manager report

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

	<u>WATER</u>	<u>SEWER</u>
TOTALS	2,597,276.51	35,563.06

- **Financial report/2024 budget review** - December financial report was reviewed, along with budget review and proposed amendments. Motion by Becker, seconded by Miller to approve the budget amendments as presented. All directors voted aye and **motion carried.** Motion by Black, seconded by Johnson to approve the financial report. All directors voted aye and **motion carried.** Final financial report that includes the amendments will be available for final approval at the February meeting. Project report for the current improvement project was reviewed.

- **CD due 1-12-25** – November and December bid results were reviewed. Bids for the January renewal were reviewed, along with project local funding requirements through May, 2025. Motion by Hovendick, seconded by Johnson to split the CD and invest half for 6 months and the other half for 1 year at the highest rates. All directors voted aye and **motion carried.**
- **2024 Audit** – A 2-year proposal was received from Widmer Roel for conducting the District’s annual audit. This firm has recently hired employees that have worked for many years at the state auditor’s office and that have experience with GRWD’s operations. Ramsey County has elected to make the change to this firm for their audits. Motion by Hovendick, seconded by Becker to accept the 2-year proposal from Widmer Roel for the purpose of conducting the District’s annual audit. All directors voted aye and **motion carried.**

Membership termination

- Evelyn Jackson – 216 Kelly Ave S, Crary - nonpayment

Motion by Johnson, seconded by Hovendick to terminate membership for nonpayment. All directors voted aye and **motion carried.**

Next regular board meeting will be held February 6, 2025.

There being no further business, the meeting adjourned by motion at 10:17 am.

Minutes Approved: _____ February 6, 2025

Doug Mohr, President _____ (signed by Allen Johnson)

Sally Herda, Office Manager _____ (signed)