

# GREATER RAMSEY WATER DISTRICT

## REGULAR MEETING

July 10, 2025

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

**OTHERS PRESENT:** Lonnie Lacina, Sally Herda, Krista Wold - GRWD; Brian Aafedt, Ashley Goetzfried – AE<sub>2</sub>S; Nicole Bakkegard, HR consultant via electronic media

The meeting was called to order at 7:54 a.m. by Johnson at the District office.

Minutes from the June 5, 2025 regular meeting were reviewed. Motion by Becker, seconded by Abrahamson to approve the minutes. All directors voted aye and **motion carried**.

### Manager report

- **WSB Event Center** – Lacina stated the District had installed a storm drain at the Event Center ahead of the grand opening ceremony. Recent rains have proven the system to be functioning well. Total cost for this work with time and materials was \$8560. The District had previously stated some in-kind work could be offered toward the new facility construction. Motion by Abrahamson, seconded by Hovendick to bill the event center for the materials cost of \$6,190. Director Becker abstained from voting, the remaining directors voted aye and **motion carried**.
- **ND Rural Water membership** – The District's membership is in the bill listing for the month. A separate invoice was sent for individual memberships for each of the board members and staff and also includes donations for the equipment and scholarship funds. Motion by Miller, seconded by Becker to deny payment of the individual memberships as the District and all its members are included in the cost of the District's memberships, including donations to the equipment and scholarship funds. All directors voted aye and **motion carried**.
- **Tri-County agreements** – Tri-County Water District returned two signed agreements that had previously been sent to them. The first transfers 2 users under the expansion project to GRWD. These users are located within GRWD's district but are being connected to TCWD's line. Usage from those meters will be deducted from TCWD's use and subsequently billed out to the users. The second agreement replaces the current agreement for service from GRWD to TCWD for the purpose of supplemental water. This agreement reflects work under the current expansion project, moves TCWD's point of service to the Saunders booster, and will eliminate the Tri-west booster currently in operation. A buy-in fee of \$25,000 reflects the local share of the project for dedicated infrastructure with a 10-year term for the agreement. Motion by Mohr, seconded by Abrahamson to approve both agreements. All directors voted aye and **motion carried**.
- **Saunders bulk water agreement** – The fill site will be ready to begin operations for bulk purchase of water for approved users. A 3-in meter will be used for metering the water. Due to the delay in the site readiness date, the annual fee for non-District users will be waived for 2025 and they will only need to pay for the water used.
- **North system capacity improvement project**
  - **AE<sub>2</sub>S project update** -
    - **Construction progress** – Punch list items are being wrapped up. The remote site SCADA conversions are in progress with Kensal being completed on this date, followed by the Glenfield location. This will complete the SCADA conversions. There are no pay requests from the contractors this month.

**Extra additions** – With project budget monies remaining, discussion was held on utilization of the funds within the scope of the project. Change order #4 to American General in the amount of \$147,893.57 was presented for board approval. The change order provides dehumidifiers in the treatment plant, flow meters for the remote locations, check valve and equipment for WTP house water and exterior building work at the WTP site. Motion by Abrahamson, seconded by Black to approve change order #4 to American General for \$147,893.57. All directors voted aye and **motion carried**.

WTP generator discussion – Due to the upsizing of electrical service and pumps to enhance production, and an aging generator that can only operate the plant using one well, options to replace the existing generator were reviewed. The plant would require a tier-4 generator. Aafedt estimates cost of \$600-800K. GRWD needs to apply to the SWC for approval to reallocate funds that are already in the project budget. Due to cost, this would most likely need to be bid, along with engineer-stamped plans due to costs being greater than \$300K. Aafedt stated some engineering funds remain in the budget and AE<sub>2</sub>S hopes to keep within their budgeted allowance. A new generator would allow for the treatment plant to run at full capacity using well #1 and the newly installed well. Currently the plant can only operate using well 1 when the generator runs, resulting in a reduction of the output of water. Reallocation of the project funding would stretch out project completion to 2026 as the generator would be a summer 2026 install. AE<sub>2</sub>S will move forward with the generator replacement proposal for approval at the August meeting so it can be placed on the agenda for the State Water Commission.

Budget and contingency funding were reviewed and discussed.

- **User expansion project**

- **AE<sub>2</sub>S project update** – Two users have been connected, tested, and online as of 7-1-25. An additional 8 have been turned over to date. The newly installed 12-in line west of 79<sup>th</sup> Avenue near the airport is nearly complete and is close to being placed into service. Expansion work in the Webster area is in progress, along with other user connections in the Ramsey County service area.

Payment application #2 to Karas Construction for \$691,908.89 was presented for approval and recommended for payment.

Airport issues – Prior to installation of a 12-in line under the project, issues were identified near the airport due to levee/unrecorded land ownership by the City of Devils Lake. The 12-in line was designed to replace the 2 6-in pipelines (equivalent of an 8-in pipeline) currently in operation. Line would need to be moved inside the fence and have additional requirements and cost. With the 12-inch line extended to the north around the runway, and to the west, and tying back into Highway 19, decision was made to not install the portion near the levee.

Two options for other areas of the system have been identified as potential locations to utilize project funding as a result of the uninstalled line near the airport. Option 1 is the Stump Lake bore that will utilize leftover 16-inch pipe from the North System Improvement Project. The existing 260-foot bore in service utilizes dresser couplings on either side that are currently under the lake. It is suspected that there may be a leak

in this area as recent pressure testing has shown pressure loss. Additional line testing cannot be completed at this time due to peak water demand of the users. The new bore would be 1200 feet and has the potential to move more water into the Saunders booster.

The second option for use of the 12-in pipe would be an extension of the transmission pipe in the south system to reach the intersection of ND highways 20 and 15. This would address additional growth into the area and would deliver more water to the south tower. This location is an area that would make an ideal site for a reservoir, should one be needed in the future. Currently, pumps are barely keeping up with demand to deliver water to the south users.

Cost for both these options is estimated to be an additional \$180,000 over the amount being saved from the change in the airport routing. Currently the contingency funding is \$636,000.

Project budget was reviewed.

Invoices – Motion by Becker, seconded by Mohr to approve project invoices: AE<sub>2</sub>S (\$32,398.95, \$37559.48) and Karas Construction #2 (\$691,908.89) for a total of \$761,867.32. All directors voted aye and **motion carried**.

- **Bakkegard Consulting/employee manual update** – Nicole Bakkegard, HR consultant met with the directors via electronic media. Bakkegard reviewed the draft of the new employee manual and compared the changes from the old manual. Discussion was held on various portions of the manual and the specific topics that will need additional input before final approval.

#### **Office manager report**

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

	<u>WATER</u>	<u>SEWER</u>
<b>TOTALS</b>	<b>2,900,805.34</b>	<b>37,512.81</b>

- **Financial report** – June financial report was reviewed. Motion by Becker, seconded by Hovendick to approve the financial report. All directors voted aye and **motion carried**. Project reports for the current improvement projects were reviewed.
- **CD due 7-12-25** - Motion by Becker, seconded by Miller to authorize Johnson and Herda to renew the CD following rate quotes. All directors voted aye and **motion carried**.

Next regular board meeting will be held August 7, 2025.

There being no further business, the meeting adjourned by motion.

Minutes Approved: \_\_\_\_\_ August 7, 2025

Allen Johnson, President \_\_\_\_\_ (signed)

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