

# GREATER RAMSEY WATER DISTRICT REGULAR MEETING

July 9, 2024

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

**DIRECTORS ABSENT:** Missy Abrahamson

**OTHERS PRESENT:** Lonnie Lacina, Sally Herda - GRWD; Brian Aafedt – AE<sub>2</sub>S; Kyle Blanchfield, Eric Klemetsrud – event center

The meeting was called to order at 8:03 a.m. by President Mohr at the District office.

Minutes from the June 6, 2024 regular meeting were reviewed. Motion by Black, seconded by Johnson to approve the minutes. All directors voted aye and **motion carried**.

**Board vacancy** – Kale Miller has agreed to serve on the board for the remainder of the term of Kevin Engel. Motion by Becker, seconded by Black to appoint Miller to the board of directors representing Ward 2. All directors voted aye and **motion carried**. Miller was seated on the board and welcomed as new director. Mohr took leave of the meeting at this time and Johnson presided over the remainder of the meeting.

## **Manager report**

- **Kyle Blanchfield – event center** – Blanchfield and Klemetsrud met with the directors to discuss fire suppression requirements for the proposed event center. Klemetsrud reviewed his process and calculations for the fire suppression system and stated the existing 6” main is sufficient for what is needed. Lacina stated the capacity and availability of water through this area is of concern and questioned Klemetsrud on how the flow tests were conducted as line pressures drop substantially in a very short amount of time. Lacina has not been provided with any documentation for the requested suppression system and what it would entail. The west side of the lake has seen significant growth affecting system hydraulics and with the subdivisions that have been added over time, little capacity remains. Options were discussed that would bring greater capacity to the area and involve improvements that would need to be made along Highway 19. A map of the water lines along Highway 19 and the airport were reviewed and discussed. AE<sub>2</sub>S recommends a 12-in line along Highway 19 and a 12-in line reroute for the previous airport reroute and to abandon the line that runs under the east-west runway. Two recorders were placed in the Woodland area to provide data to assist in modeling. Results showed a 10-20 psi fluctuation during June. When flow tests are conducted, downstream users report they are out of water. Long-term planning needs to address the lack of availability of water to this area as Blanchfield is in the process of developing a new subdivision area, these plans are on hold until an ample water supply is available. Water will be needed at the event center in May or June, 2025. GRWD will proceed with getting some firm numbers and plan for 12-in reroute options to obtain greater capacity.
- **Lake Access committee budget** – Lacina presented a request for reconsideration of the added fees to Lake Access. Initially, the District was to help with some of the tank pumping, but a non-compete clause is preventing this collaboration. Motion by Becker, seconded by Hovendick to adjust the water usage to \$2 per 1,000 gallons, to return to the \$4 rate/approved rate adjustment for 2025 and to leave the current base rates in place. All directors voted aye and **motion carried**.
- **North system capacity improvement project**

- **AE<sub>2</sub>S project update** – It was noted that the recorders in the Woodland area provided data in real time and showed fluctuations of 10-15 psi during the day at a time when the District was only using the top 4 feet of the water tower. The tower level is adjusted during the summer months to account for peak demand. Greater pressure loss would occur if tower levels were maintained at lower levels.

Weather conditions have continued to be wet and contractor has not been able to begin pipeline installation work yet this year. Work may start later this week if the ground has dried up. Substantial completion date is September 1, 2024.

**Facility** – Electrical work has started at the WTP. Panel work is progressing. Work is proceeding at the Saunders booster with walls to be poured in the near future. Payment request #4 from John’s Refrigeration in the amount of \$25,200 was presented for approval, along with payment request #2 from American General Contractors for \$630,331.52.

**User expansion** – As of Monday, July 7, 102 memberships have been received for the project, with a few verbal commitments that have been received and applications pending. Design application for funding is on agenda for August 8 SWC meeting. Project funding & repayment options were discussed and a breakdown of the per user costs were reviewed. The percentage of grant funding will play a critical role in affordability to the higher cost hookups and whether or not they can be feasibly served. The District will look at a 20-25 year payback for non -grant portions of the project. Additional requests for service under the project may be put on a waiting list and served if additional funding becomes available and the location is viable. Those determined to be high-cost users might possibly be given an option of paying the non-grant portion above the determined threshold. Several applications were received that would be served by TCWD and NRWD, but GRWD would include under the project for construction with the two Districts to reimburse GRWD for the non-grant costs associated with the installations. Agreements would need to be executed to spell out the details. Depending on the funding mechanism the District will be using to pay for the project, an archaeological review may be required. This decision needs to be made at this time in order for the review to be completed to keep the project on task for 2025 construction. AE<sub>2</sub>S was given to go ahead for the archaeological review. Motion by Hovendick, seconded by Black to approve the 2 pay estimates and the 2 engineering invoices for a total of \$727,731.45. All directors voted aye and **motion carried.**

**Office manager report**

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

	<u>WATER</u>	<u>SEWER</u>
<b>TOTALS</b>	<b>858,527.94</b>	<b>34,530.27</b>

- **Financial report-** June financial report was reviewed and discussed. Motion by Black, seconded by Hovendick to approve the financial report. All directors voted aye and **motion carried.** Project report for the current improvement project was reviewed.
- **Update check signers** – Motion by Hovendick, seconded by Becker to remove Kevin Engel and add Kale Miller to the authorized check signers. All directors voted aye and **motion carried.**
- **Employee handbook update proposal** – Lacina and Herda have been in contact with Nicole Bakkegard, Bakkegard Consulting for a proposal to update the employee

handbook. Herda had contacted Payroll Professionals for recommendation of a consultant and Bakkegard's name was forwarded to the District. A copy of the handbook was sent to Bakkegard and a proposal was provided for the District's consideration. Motion by Becker, seconded by Black to authorize Lacina and Herda to negotiate services of benefit to the District. All directors voted aye and **motion carried**. Black agreed to be the board contact for this process.

Next regular board meeting will be held August 8, 2024. There being no further business, the meeting adjourned by motion at 10:56 am.

Minutes Approved: \_\_\_\_\_ August 8, 2024 \_\_\_\_\_

Doug Mohr, President \_\_\_\_\_ (signed) \_\_\_\_\_

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